

Minutes
Mayan Seaside Property Owners Association
Board of Directors Meeting
January 11, 2018

Date: January 11, 2018
Time: 9:35 a.m.
Location: 88 Seaview Dr., Mayan Seaside, Corozal District, BZ.
Board Members: Art Higgins, Chairman, Carol Livermore, Secretary/Treasurer,
John Bailey, David Lawson, Sharon Bugnand, John Scappaticci
17 Owners in attendance

Introductory Remarks:

Chairman: A.H. opened with the mission statement, ***“To Create a Culture of Kindness and Respect Within Our Community and With Nature, That Builds a Safe and Sustainable Environment.”***

Question & Answer Session (30 min.)

Question: What are the laws of Belize with respect to liability of MSPOA?

Answer: To be addressed during the meeting.

Question: How will the Board represent owners?

Answer: All Board members have an open door policy and welcome questions or suggestions from all Owners in person or in writing.

Question: Does the Board feel using Survey Monkey of value at the present time?

Answer: Procedure for surveying Owners is an agenda item, will be addressed during the meeting.

Question: Why doesn't the Board increase it's numbers back to seven (7) directors and have four open positions for the next election?

Answer: According to the governing documents, the Board would be required to appoint a director to fill the vacant position if the size of the Board returned to seven (7) directors.

Question: A suggestion was made that people could run for positions i.e., Chairman, etc. working within the Articles of Association.

Answer: This would require a change to the Articles of Association.

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Question: Can there be a “Community Director” for Owners to bring suggestions or concerns to?

Answer: Owners who have suggestions or concerns should put them in writing and send the to the Board for consideration. Input is invited, welcomed.

Following the open discussion the Board moved into a working session where attendees were invited to stay and observe but not participate.

Officers Reports:

Chairman: The minutes of January 2, 2018 stand approved as distributed

Treasurer: The bank accounts established by the developer for Mayan Seaside are now consolidated into one corporate account as of December 15, 2017.

Committee Chair Reports: N/A

Old Business:

Owner Notification:

Development of official website for MSPOA

Action: A.H. transferred responsibility of Mayan Seaside site to D.L. for MSPOA.
D.L. to present choices for web hosts based on cost and ease of use.

Status: Expected completion March 1, 2018

Policy Development Project:

Policies including H.R., Budget Process, Approvals, Cash Flow Projections, Grievances, etc. are currently being developed. Existing policies and standard practices are under review/revision. Expected completion end of Q4.

Action: D.L. & C.L. to draft guidelines detailing Committee accountability to the Board and to draft guidelines for requests for proposals (Bids).

Status: On-going

Speed Bumps:

The Board is working to find a traffic calming solution.

Action: J.S. requested time to asses the increase in noise level a speed bump would cause.

Status: Closed

Action: Test speed bump to be modified to be more effective.

Status: In process

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Accidents:

A concern has been raised regarding drinking and driving in our community and what our responsibility and/or liability is, should there be an accident. Chairman reminded everyone that Owners are responsible/liable for their guests.

Action: D.L. requested quote from Atlantic Insurance; will secure competitive quotes from RF&G and others.

Status: G.N. volunteered to work with D.L. to research alternatives.

Extraordinary electrical charges:

Recently, a problem with an absent Owner's water system caused a significant increase in our electrical bill.

Action: Board requested reimbursement for the extra charges from the Owners whose system was responsible for the problem.

Status: Chairman to contact Owner if payment not received by March 1, 2018.

Membership List:

Prior to the establishment of MSPOA the developer maintained a directory of Owner's who were willing to share their contact details with other Owners. The updated directory will be available on the MSPOA web site and only accessible by Owners.

Action: A.H. to update the directory for the benefit of Owners and the Association

Status: Due January 31, 2018

Property Tax Records:

Currently MSPOA collects property taxes from Owners for the developer and he pays the taxes. This is a service he has provided since the inception of the development.

Action: A.H. to provide Owners with their tax records and suggested methods for payment.

Status: Expected completion January 31, 2018

Adherence to Covenants, By-Laws & Policies:

The Board has a responsibility to uphold the established Covenants, By-Laws and Policies. The topic under discussion was how to enforce the rules. The conclusion was that imposing fines for violations may make Owners more aware of their responsibilities to the community. This will address concerns raised in the question and answer session.

Action: D.L. & C.L. to develop a fee schedule

Status: Closed

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New Business:

Policy on Grievances:

Reopen policy on grievances based on input from Town Hall meeting.

Motion: C.L. "I move that D.L. be appointed to create a draft survey to all Owners describing the Board position, comments received from various Owners and requesting input/comments from them. D.L. to review with Chairman and Secretary of MSPOA. D.L. will then share with entire Board to seek approval to distribute to the entire association."

Second: J.S.

Approved: Unanimously

Action: Board to review and distribute on or before January 18, 2018. Owners will be asked to respond within one week from date of distribution.

Policy on Committees:

Some Board members view the Policy on Committees as unworkable.

Motion: C.L. "I move that the policy on committees be reviewed."

Second: J.S.

Carried: The motion passed with 5 votes in favour and 1 abstention

Queensland & Roads:

Research rules and regulations over the subdivision's roads and the 66 ft. waterfront reserve in front of the park land.

Action: A.H. to acquire more information on the rules and regulations.

Status: Open

Waterfront Park Beautification

The Chair of the Grounds committee called for the formation of a task force to develop a strategic plan for the waterfront park. (Sunrise Park).

Action: All interested persons are invited to volunteer for task force. Contact S.B.

Status: Open

Proxies:

Reaffirm Proxy and voting procedures as delineated in MSPOA governing documents were reaffirmed. Supply guidelines for submitting a valid proxy.

Action: Secretary to add list of nominees to proxy form and distribute at the close of the nomination period.

Status: Open

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Procedure for Surveying Owners:

Motion: D.L. "I move that the Board will facilitate, at its sole discretion, surveys to members of MSPOA. Survey purpose, content and method must be approved by the Board prior to distribution."

Seconded: CL

Approved: Unanimously

Update on contract with Chris Loza Services (Mowing & Maintenance):

The Board has reviewed and approved the contract for 2018.

Action: Contract to be signed

Status: Expected completion January 11, 2018

General Discussion:

The Board meets to perform certain activities.

Motion: "The Board so moves to request the retiring Secretary of MSPOA to attend the first Board meeting following the AGM. The Secretary will facilitate the vote count for the new Chairperson and aid the new Secretary in performing transitional duties. (GOB filings, Banks, etc.) "

Seconded: SB

Approved: Unanimously

Motion: D.L "I move that the meeting be adjourned."

Second: S.B.

Approved: Unanimously

Calendar: The next meeting, the Annual General Meeting, will be held at 88 Seaview Dr. at 9:00 a.m. on February 1, 2018

Adjournment: 11:00 a.m.

Carol Livermore
Secretary/Treasurer
Mayan Seaside Property Owners Association