

**Bayport West Homeowners Association, Inc.**  
**Board of Directors**  
**Monthly Meeting**  
**March 18, 2024**

**Call to Order:** The meeting was called to order at 7:04 p.m.

**Present:** Claire Matthews (CM), Carl Esselmeyer (CE), Jason Bradford (JB), Melissa Lovejoy (ML), Michelle Zieziula (MZ) and Magda Hatka (MH), Ameritech Manager.

**Welcome:** CM welcomed and gave an introduction for new Board member, Michelle Zieziula, who will fill the role of Vice President.

**Proof of Notice of Meeting / Determination of Quorum:** CM noted that the meeting notice was posted 48 hours in advance. Quorum was determined.

**Approval of Meeting Minutes February 19, 2024:** CM called for a motion to accept the meeting minutes as written.

**Acceptance of Minutes**

***Motion***

***Adopted***

A motion to approve the draft minutes of the February 19, 2024, meeting as written was made, seconded, and approved.

**Officer and Committee Reports:** CM reported that we are still waiting for another off-duty officer to be assigned to our community. JB read the current budget. The Feral Cat Committee had nothing to report.

**Violation Committee Report:** Roger Verszyla (RV) presented the summary of current violations. He outlined several violations that need to be approved for legal action which includes an attorney letter.

**Acceptance of Minutes**

***Motion***

***Adopted***

A motion to send several violations to legal action were made, seconded, and approved.

**Homeowner Questions/Comments Regarding Agenda Items:**

The floor was open to the homeowner's comments.

**Unfinished Business:**

**Landscaping Project:** CM received a quote from Millennial Landscaping totaling \$2,870.00, which is less than the Green Thumb quote and the new shrubs and mulch will be installed in the next two weeks.

**Updating Bylaws Specific to Elections:** CM noted that the attorney approved proceeding with updating the Bylaws Section 4 related to Elections. Once the language is finalized the Amendment will be mailed to all homeowners.

**New Business:**

Governing Documents Requirements Related to Fences: ML proposed updating the Bylaws to be more specific to color requirements of fences, and the possibility of installing fencing in the BPW property line along the county line, by Channel A to reduce trespassing.

Code Enforcement Q&A Session: Office Ed Spriggs explained his duties as our local county Code Enforcement Officer. He answered homeowner's questions regarding trespassing, vagrants, fishing, owning chickens, height of fences, fireworks, sidewalk maintenance, and off-leash dogs.

A few items he noted included: A variance request from the County is required in order to build any fence over 6 feet in height; however, the HOA still has jurisdiction on all structural requests, and an ARC form is required as well. Mr. Spriggs explained that during the transition of digitizing the records, the County lost all the original plat lines for Bayport West. However, the original copies still take precedence over the online maps. RV mentioned having the original copies outlining the properties and drainage easements and he would provide them to the Board.

**Adjournment:** With no further business, the meeting was adjourned at 8:04 p.m.

**Minutes respectfully submitted by:**

Melissa Lovejoy, Secretary

  
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Melissa Lovejoy

**Reviewed and approved by Board:**

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Date

4-15-24