

**Bayport West Homeowners Association, Inc.**  
**Board of Directors Monthly Meeting**  
**May 19, 2025**

**Call to Order:** The meeting was called to order at 7:01 p.m.

**Present:** Claire Matthews (CM), Melissa Lovejoy (ML), Sharon Peterson (SP), Roger Verszyla (RV), and Magda Hatka (MH) – Ameri-Tech Manager.

**Absent:** Michelle Zieziula (MZ).

**Welcome:** CM welcomed everyone to the meeting.

**Proof of Notice of Meeting / Determination of Quorum:** CM noted that the meeting notice was posted 2 weeks in advance. Quorum was determined.

**Approval of Meeting Minutes April 21, 2025:** RV called for a motion to accept the meeting minutes with the following change: “TruGreen applied liquid fertilizer treatment along the frontage wall” should be moved to the Landscaping Update section. ML seconded. Motion adopted.

**Acceptance of Minutes**

***Motion***

***Adopted***

A motion to approve the draft minutes of the April 21, 2025 meeting as amended was made, seconded and approved.

**Officer and Committee Reports:**

**Collections / Assessments:** Two homes remain under collection status. CM will be mailing out a final reminder letter to 13 homeowners that have unpaid assessments for 2025. The deadline for payment before sending to Alliance Collections is June 15th.

**Feral Cat Committee:** CM noted no reports of feral cats.

**Financial Report:** RV presented the financials and noted we are currently under budget. Also, one correction is being made to change a GL code.

**Violation Committee Report:** RV shared the list of current homeowner violations. All homeowners with violations are working with RV, and two are currently at the legal stage.

**Off-Duty Police Report:** RV shared the list of current violations and warnings issued by the off-duty police officer. He is still working to change the time that the officer patrols during the morning shift to 8 am – 12 pm.

**Unfinished Business:**

- **Sidewalk Repairs Update** – Repair sites have been assessed and marked and remain pending with a start date.
- **Landscaping & Pond Update** – CM noted that Green Thumb is scheduled to be onsite on June 30<sup>th</sup> to plant red fountain grass and lay mulch.

Solitude recently cleaned trash from the lakes, and treated algae, and shoreline and lake weeds. RV has requested that the technician contact him prior to the scheduled visits to review work order and confirm treatment plans.

- **Metal Roofs Update** – The Board reviewed metal roof samples and chose comparable color choices to current options. RV made a motion to approve the following: 1. Timber Wood, 2. Cedar and 3. Dark Gray. CM and ML seconded, motion adopted. By Laws to be updated accordingly.

**Acceptance of Metal Shingle Colors**

**Motion**

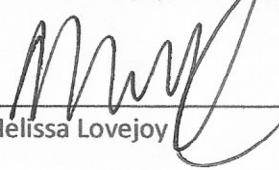
**Adopted**

A motion to approve the three colors for metal roofing shingles was made, seconded and approved.

**Adjournment:** The meeting was adjourned at 7:42 p.m.

**Minutes respectfully submitted by:**

Melissa Lovejoy, Secretary

  
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Melissa Lovejoy

**Reviewed and approved by Board:**

6/16/2025  
Date