

Minutes
Mayan Seaside Property Owners Association
Board of Directors Meeting
March 21, 2017

Date: March 21, 2017
Time: 9:00 a.m.
Location: 96 Seaview Dr., Mayan Seaside, Corozal District, BZ.
Board Members: Chris Collins, Chairman, Art Higgins, Vice-Chairman,
Carol Livermore, Secretary/Treasurer, John Bailey, Sharon Bugnand,
David Lawson & John Scappaticci. (Art Higgins left at 11:00 a.m.)
There were 3 Owners in attendance

Introductory Remarks:

Chairman: The Chairman opened the meeting with our mission statement: "To Create a Culture of Kindness and Respect Within Our Community and With Nature, That Builds a Safe and Sustainable Environment"

Questions & Answer Session (5 min.)

Question: Concern was raised for our Community now that Consejo Neighbourhood Watch is disbanded.

Answer: It is on today's Agenda

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

Officers Reports:

Chairman: The minutes of Mar.7, 2017 stand approved as distributed.
It was noted that the minutes will be distributed upon approval by majority of Board members.

Facilities Committee: Liaison, D.L. updated Board on current activities of the committee

Grounds Committee: S.B. The boat ramp/beach area project is under review.
D.L. to coordinate with L.W. regarding use/storage of rocks

MSAC Committee: L.F. (MSAC secretary) updated Board on status of MSAC document revision project. Documents to be presented at next Board meeting.

Welcome Committee: S.B. presented a draft of their roles/responsibilities for review. The led to a question about what happens when a lot changes hands. There is no legal requirement for a seller to hand off documents to a purchaser.

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Action: C.C. to send a letter to all Owners informing them of what has to be done with respect to MSPOA documentation, when selling their property.
Status: Pending
Action: Committee to develop a Social Calendar for Mayan Seaside
Status: On-going

Old Business:

Welcome Committee:

Action: S.B. & S.G to draft a proposal defining Social/Welcome Committee role
Status: Closed

Drainage Survey:

John Schofield recently did some survey work in the development.
Action: C.C. to contact J. S. on status of the survey project
Status: Closed
Action: C.C. to contact J. S. with specifics before moving forward with survey
Status: Open

Standards for Lot maintenance:

Over the past year the Landscape committee has been working with Chris Loza to bring all lots to a minimum standard. In doing this, it has become evident that a few lots contain debris not generated by that lot.

Action: C.C. to write a letter to Owners to apprise them of the situation, identify the problem lots and inform them lots to be brought up to standard at MSPOA's expense. Work to commence after letter is sent.
Status: Closed

Amend Policy Guidelines for Committees:

Our most recent experience with a capital improvement project has highlighted areas of deficiency in accountability.

Action: D.L. Facilities liaison is doing a 'post-mortem' on the project.
Status: D.L. presented his findings to the Board

Motion: C.C. "I move that the Analysis for Road Grading document be made a part of MSPOA records."

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Second: J.B.

Approved: Unanimously

Common Area Property(CAP):

What is our responsibility as a Board to maintain common area property for all members?

Action: J.S. presented draft guidelines for use of common areas

Status: Board members to send C.L. their input for compilation within a week

Action: D.L. & A.H. to look into Board's liability with respect to use of CAP

Status: Open

Policies and Procedures:

Membership Notification:

Clarification of official communication tool for MSPOA

Action: Requested J.B., newsletter editor, to identify authors of contributions.

J.B. agreed to adopt this using only first name and initial of last name and to add a sentence in the opening section of the newsletter stating that the Mayan Seaside newsletter is not MSPOA official communication tool.

Status: Closed

Action: D.L. to draft a proposal for a website for Board discussion

Status: On-going

Finance: Budget Process/Approvals/Cash Flow Projections, etc.

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

Status: In process

Policy Development Project:

D.L. and C.L. are working on draft guidelines for H.R. policies . Grounds was asked to follow a section of the draft to present a case for hiring a Permanent Part Time gardner.

Action: The Grounds Committee recommends Rodolfo Rivero be hired to fill the position of Permanent Part Time Employee.

Motion: C.C. "I move that Rodolfo Rivero be hired for the Permanent Part Time position of Gardner."

Second: A.H.

Approved: Unanimously

Speed Bumps:

Speed bumps are under consideration as a traffic calming measure.

Motion: D.L. " I move that D.L. work with Facilities to select the location and size of speed bumps and bring a recommendation to the Board."

Second: J.S.

Approved: Unanimously

Action: Owners who live near speed bumps to be consulted, also Ray Wagner.

Status: Pending

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Action: Speed bump proposed for the entrance to the community.
Status: Pending consultation with Ray Wagner

Board Liability:

By giving Board approval for construction (at MSAC's recommendation) does the Board incur any legal liability should an Owner not comply with the Central Building Authority of Belize?

Action: MSAC to modify application form to cover this concern
Status: Completed

Road Improvement Project:

The project has not yet been completed. Outstanding items have been identified; moving marl piles and having contractor pick up large barrels left at roadside.

Action: Facilities Chair to call contractor and request barrels be picked up. If they are not picked up in two weeks they will be sent to the dump.

Status: Closed

Action: Arrangement were made with C. Loza to move marl.

Status: Closed

Action: D.L. Facilities liaison is doing a 'post-mortem' on the project.

Status: Closed

New Business:

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.

Action: D.L. & A.H. to look into Board's liability with respect to use of CAP

Status: Open

Use of Amenities:

What is the current practice regarding non-owners, non-guests using the amenities (dock, park etc.)?

Action: To be covered under Common Area Property discussion

Status: Closed

Neighbourhood Watch:

Consejo Neighbourhood Watch recently disbanded. What can we do in our community to fill the gap?

Action: C.C. to contact Owner who was on the defunct NW Board to see if there are plans to start a Mayan Seaside Neighbourhood Watch and if so, how can the Board be of assistance.

Status: Open

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General Discussion:

D.L. presented Francisco Nah of Pest Control Services offer to ‘fog’ Mayan Seaside CAP and all lots. He recommends an application once a month in the dry season and twice a month, or more, in the rainy season. The cost per application is \$500 B.Z.

Action: Taken under advisement

Motion: J.B. “I move that the meeting be adjourned.”

Second: D.L.

Approved: Unanimously

Calendar: The next meeting will be held at 96 Seaview Dr. at 9:00 a.m. on April 10, 2017

Adjournment: 11:59 a.m

Carol Livermore
Secretary/Treasurer
Mayan Seaside Property Owners Association