

# **Ballantrae Condominium Association Amended Board of Directors Meeting**

**DATE:** February 16, 2022 **TIME:** 6:30 pm.

**LOCATION:** St Andrew United Church of Christ Sanctuary

**Board Members Present:** David Dicke, Pat Boustedt, Delila Pierce. Quorum established.

**Attendees:** Mike Miller, Manager; Nathan Hoffman, President, Beautiful Ponds; 34 residents

**Call to Order:** The meeting was called to order by David Dicke at 6:30 p.m.

**Approval of Minutes:** Amended minutes for December 13, 2020, were presented to the board for approval. Motion made by Delilah Pierce, seconded Pat Boustedt. Passed 3-0.

Minutes of the January 19, 2022 were presented for board approval. Motion to approve by Delilah Pierce, seconded Pat Boustedt. Passed 3-0.

**Waterway Study Presentation:** Nathan Hoffman, President of Beautiful Ponds, provided details regarding a proposed waterway study. There are concerns of what is growing in and flowing through the Elligraw. The board is studying mechanical versus biological dredging practices of sediment. This is a continuation of a project proposed in 2021 in an effort to lessen the algal growth. An initial step is taking core samples to evaluate the organic and inorganic composition to determine what methods will work. Residents' questions initiated further discussion of the science and processes of the program.

## **Reports of Officers and Committees**

### **President**

David Dicke announced a settlement agreement was reached with residents of 11D. The entire board was present to participate in the negotiation. The board's attorney revised his original interpretation on releasing the final agreement, saying it is an official association record and available to inspection by any community member under Florida statute. Mike Miller advised a formal request needs to be made to Miller Management by certified mail. Arrangements will then be made for a meeting date. Mike noted that any association records are subject to this same process.

### **Vice President**

No report.

### **Secretary**

Michele Dicke, assistant secretary, provided a brief update on the Amazon Key Survey recently sent to homeowners. Based on the response from the community, the board would be responsible for implementing the process.

## **Treasurer**

In the absence of Michel Glower, David Dicke advised that the audit of financial records for December 2021 is complete with one minor adjustment for year-end corrections. Members will be notified when the finalized document is available.

## **Buildings**

Gordy Shonka (reporting to president while chair seat vacant) updated the board on the re-roofing projects finalized at Buildings 10 and 12 and other items pending. The board is seeking others willing to assist in the care of community's buildings and hardscape. A resident requested an update on the Carnoustie project. The board is waiting on Karins Engineering Group to bring in drilling equipment to perform core sampling.

## **Grounds**

Jim Woods, Committee Chair, is recuperating at home.

David Dicke reported BrightView, the new lawnscape company, had their first work day last Thursday and should be returning February 24. The company is hoping to initiate a process for an app used to report issues needing attention.

## **Architectural Review (ARC)**

Fran Clymore, Committee Chair, advised the committee is progressing with its goals and should soon have a final draft document and procedures in recommendation form for the board's review. There will be sample letters and reporting documents included. Questions on how the ARC will operate were raised and were not answerable at this stage of development. Typically the Ballantrae board has final approval.

David Dicke sees next step as forming an official Architectural Review Committee. Several residents present responded to his call for volunteers.

## **Rules and Regulations**

Ken Rowland, Chairperson, provided an updated report on issues brought before him. He is also working with the Architectural Review Committee.

## **Unfinished Business**

The waterway study proposal for \$1425 is needed to perform water quality and core sampling, as described by Nathan Hoffman. Other companies were contacted for information and pricing, including Lewis Collins, of Rockhopper Systems and Solitude Lake Management. Core sampling is required for either bio or mechanical dredging. Reserve budget funds are intended to cover costs for this sampling. A motion to approve the contract with Beautiful Ponds was made by David Dicke, seconded by Delila Pierce. Passed 3-0.

## **New Business**

1. Application for impact-resistant window replacement was requested by Unit 21 A, on Killarney. Motion to approve by David Dicke, Delilla Pierce seconded. Passed 3-0.
2. David Dicke announced that Ballantrae was named recipient of a grant for up to \$3,000 from the Healthy Pond Collaborative to improve environmental impact of our ponds. We would be participants in the 2022 Stormwater Pond Grant program, and need to register our interest. Sally Jones and CJ Dana of our community have

expressed an interest in overseeing this project if we move ahead. Our current landscape company is experienced with these projects in other communities.

After discussion, this was tabled for further investigation.

Pat Boustedt thanked the residents in attendance for their participation and feedback contributing to our community.

Next month's meeting will be held at the Gulf Gate Library on March 16 at 6:30 p.m.

**Adjournment:** Delila Pierce moved to adjourn the meeting, seconded by Pat Boustedt. No discussion. Motion passed 3-0.

The meeting was adjourned at 8 p.m.

Respectfully submitted,  
Pat Paulson, Secretary on behalf of  
Patricia Boustedt, previous Secretary

Date: September 27, 2023

Attachment

Ballantrae Condo Association Board Meeting

Wednesday, February 16, 2022

**Architectural Review (Documentation and Procedures) Committee Report**

The project to create forms, procedures and documentation required by residents to initiate EXTERIOR CHANGES TO THEIR UNITS is coming along well.

We have created a Table of Contents and identified eight deliverables. We have been working individually and in unison to complete each of the eight documents. We consider a few of the documents complete while others are in various stages of completion. As mentioned previously, all of the documents are considered "Recommendations" to the Board.

We have met twice this month: once via zoom and once in person. We plan to continue to exchange updates and critiques of each other's documents electronically then meet again in person on March 1, 2022. After that meeting, we should be in a better position to give the BOD an exact date as to when we will be ready to submit the report and present the results.

Respectfully submitted,

Fran Clymore, Committee Chair

Committee: Sue Frazzini, Ann Westra, Ken Rowland