

**BAY FOREST HOMEOWNERS ASSOCIATION, INC.
MINUTES FOR MARCH 3, 2026 BOARD MEETING**

Call to Order: Tim Moore called the meeting to order at 9:33 AM

Present: Tim Moore – President; Don Bergeron – Vice President; Michael O’Connell - Treasurer; David Shapiro – Director

Zoom: Stacy Hansen - Secretary

Also Attending: Irene Brooks - Assistant General Manager; Jay Malamphy - General Manager; Ray Shaffer – Maintenance Manager

Approval of Previous Board Minutes

- **Don Bergeron made a motion to approve the minutes from the previous board meeting (January 7, 2026). Michael O’Connell seconded the motion, and the motion passed 5-0 with the condition that the Treasurer’s report be corrected to state \$899,000 and the language be modified to read that Louise Shapiro offered to be on the open house committee.**

Board Member Reports

- **President**
 - Mentioned that the bar area is complete and thanked David Shapiro and Gary Moore for their efforts.
 - Tim is working with Jay to extend access hours to the bar in the clubhouse. Possible underage drinking is a concern however, they have made it a priority to get a plan implemented.
- **Vice President**
 - Asked about acoustical panels – David responded that he’s waiting to see the location of the wall photos.
 - Asked about the boardwalk trees – Al Curren responded that he’ll follow-up with the engineering firm.
 - Mentioned about a recent leak in an irrigation line and that sub-association and contact information needs to be provided for each pump – Tim Moore suggested posting a sign with contact information at each pump.
- **Secretary**
 - Suggested more outdoor functions in the back of the clubhouse.
 - Requested draft copies of minutes be sent to her in lieu of all board members.
- **Treasurer**
 - Mentioned that the financials for February will be received tomorrow (3-4-26).
- **Director**
 - Mentioned that the irrigation line should have pressure only when the pumps are running.
 - Mentioned people were seen smoking at the tiki hut and expressed concern about the safety of this. David made a motion to post No Smoking signs at the entrance to the boardwalk and at the tiki hut. Don seconded the motion, and the motion passed 5-0

General Manager’s Report

- Mentioned that one year kayak leases are terminating on April 30th and installments for two- and three-year leases will be due. All new leases will be 3-year leases, with payments of \$300 annually.
- Discussed the phone app for the entry gate and explained why it wasn’t renewed.
- Mentioned that irrigation meters have been calibrated as required by SFWMD and that four meters have been replaced, and in that regard, meter readings will be accurate starting this

month. Accurate readings will help monitor compliance with the permit and overall water usage. Bay Forest HOA may seek reimbursement from sub-associations for replaced meters.

- Mentioned that someone painted yellow markings on the walkway and even if their intent was good, no one is allowed to deface Bay Forest property and will be arrested.

Old Business

- Open Houses:
 - The board discussed the policy set in September 2024 to limit open houses to Sundays and to open the gates between 1:00 PM – 4:00 PM to reduce back-ups at the call box.
 - **Stacy Hansen made a motion to extend the open house dates to Saturdays and Sundays and close the gates. Don Bergeron seconded the motion and the motion passed 3-2 with Tim Moore and David Shapiro voting against the motion.**

New Business

- Paving Committee:
 - The board discussed the paving committee and need to focus on the walkway first.
 - **Don Bergeron motioned to form an ad hoc paving committee. Stacy Hansen seconded the motion, and the motion passed 5-0. Michael O'Connell made a motion to appoint Vincent Bucci to chair the committee. Don Bergeron seconded the motion, and the motion passed 5-0.**
 - **Don Bergeron made a motion to appoint David Shapiro as Vice-Chair of the committee. Michael O'Connell seconded the motion, and the motion passed 5-0.**
- Pickleball Rules & Regulations Revisions
 - **Don Bergeron made a motion to approve revisions to the Pickleball Rules & Regulations per the 2-27-26 draft copy after adding Domestic Partner language to the Rules & Regulations. Michael O'Connell seconded the motion and the motion passed 5-0.**
 - There was discussion regarding the pickleball access gate.
- Photocopy/Scanner Charges (Personal):
 - The management office is permitted to charge residents \$1.00 per copy for personal copies or scans.
- Irrigation Meters
 - There was no further discussion regarding this item.
- Golf Cart
 - The maintenance staff needs to replace a golf cart and Ray Shaffer researched used carts with considerable battery life.
 - The management office and maintenance department requested a NTE budget of \$8K to purchase a golf cart with the understanding that the cost will most likely be less than \$7K.
 - **Tim Moore made a motion to approve the \$8K NTE budget. David Shapiro seconded the motion and the motion passed 5-0.**
 - Stacy Hansen advised that she owns a golf cart company in Illinois and would like to offer a golf cart for consideration.
- ARB Application
 - John Luzi – lanai project: The ARB recommended approval. David Shapiro questioned the size of the lanai and Don Bergeron advised it's consistent with others in Sea Pines.
 - **Don Bergeron made a motion to approve the Luzi ARB application. Michael O'Connell seconded the motion and the motion passed 5-0.**

Open Forum

- Michael O'Connell: mentioned that there's a pot hole on the walking path that should be patched, discussed the photos/art work for the clubhouse and recommended approval of the photos selected by the ARB, mentioned that a realtor did not know the open house policy and had his open signs confiscated and thrown out.
- Don Bergeron: mentioned that an irrigation pump was leaking and no one knew who to call and suggested posting signs at each pump.
- After lengthy discussion regarding the lake levels and condition, Stacy Hansen suggested hiring a lake expert to evaluate the lake concerns and have him/her attend a separate town hall meeting where the expert can answer questions from residents. Don Bergeron made a motion to table the lake discussion to be continued at a meeting with an expert. Michael O'Connell seconded the motion, and the motion passed 5-0.
- Residents: residents inquired about access to the bar area after hours, water usage, lakes, smoking on the boardwalk, and the gate app.

Non-Agenda Items:

- **Michael O'Connell made a motion to approve the photos selected by the ARB for the clubhouse walls. Tim Moore seconded the motion and the motion passed 5-0.**
- **Michael O'Connell made a motion to pay a realtor \$100 as compensation for confiscated signs. Stacy Hansen seconded the motion and the motion passed 3-2 (Tim Moore and David Shapiro not in favor).**
- **David Shapiro made a motion to keep the pickleball gate closed. Tim Moore seconded the motion and the motion passed 5-0.**

Adjournment

- **Michael O'Connell made a motion to adjourn the meeting at 11:08 A.M. Tim Moore seconded the motion, and the motion passed 5-0.**

Note: Suggest that non-agenda items be added to the agenda for the next board meeting and voted on again. The votes for these items are invalid. Since they weren't on the agenda proper notice wasn't provided.