

## **Monthly Board of Directors Meeting May 12, 2009**

The Bay Tree Property Owner's Association, Inc Board of Directors monthly meeting was held at the Club House on Tuesday May 12, 2009. The following Board Members were present: John Shaw, Charles Massey, Charles Atkinson, Clark Valentiner and Roy Dew. Others were Tish Herrmann, POA Clerk, POA members George Stark, Dennis Ford, Ray Adcock, Curt Hardee, Jim Crayton, Ray Rosser and Alfred Tyndell.

President Charles Atkinson called the meeting to order at 7:05 pm at which time everyone was welcomed to the meeting. President Atkinson expressed his appreciation for everyone's attendance.

President Atkinson requested Charles Massey to give the invocation.

President Atkinson distributed the agenda. (Attached as Exhibit A)

**Approval of March 10, 2009 minutes** (Attached as Exhibit B)

John Shaw presented the minutes. There were no corrections.

**Approval of Financial Report** (Attached as Exhibit C)

Clark Valentiner presented the April financial report.

**Property Manager's Report** ( Attached as Exhibit D)

Roy Dew presented the monthly report.

**Clerks Report** (Attached as Exhibit E)

POA Clerk Tish Herrmann presented her monthly report.

**Approval of Consent Items**

In order to expedite the meeting, members reviewed all reports prior to the meeting. President Atkinson asks for any comments or questions regarding any of the reports Treasurer Valentiner reported that funds were available to prepaying the loan by \$10,000 this quarter. Motion was made by Roy Dew seconded by Charles Massey to pay the \$10,000. Motion was unanimously approved.

There being no other comments a motion was made by Charles Massey seconded by Roy Dew to approve the reports as presented. The motion was unanimously approved.

## **POA Member's Concerns**

Alfred Tyndell, Ray Rosser and Curt Hardee came to the Board concerning the grass that is making it impossible to boat and swim in the first canal on the left that dead ends at North Horse Pens Rd. Roy Dew will get together with the above and try to come up with a solution and report back to the Board.

## **Business**

### **A. Accounting:**

Charles Atkinson reported that the 2008 tax return should be available by the next meeting.

Charles Atkinson also said that he and Clark Valentiner were to set a date with Duncan Sessoms to complete the conversion of the new accounting system.

### **B. Animal Issues**

A guest of Dr. Larry Williams's was bitten by a small dog that ran into the street. A write up was filed by Roy Dew with the County Animal Control officer who did an investigation.

Beaver are still being trapped according to Roy Dew.

Permit has been received from USDA to remove geese. Roy Dew was to follow up to get a date.

### **C. Lake and Canal Issues:**

Charles Massey had a request from the Corporation to have the POA to consider purchasing a pump to move water from the marina to the canal to allow water to move into the lake. At this time there are insufficient funds to take on this project. Roy Dew reported that the Army Corp of Engineers had visited to investigate the reported loss of water from the lake. They looked at what we had done to dame the ditch and reportedly had no problem with what we had done. Roger Wright has also been in touch with the Lake Superintendent who is trying to get the State Hydrologist here.

Charles Atkinson is to discuss the time table with Lake Creek Corp in opening the canals to allow access to the lake. The POA members with lots on the closed canals have requested the Boards help.

Charles Massey reported that there were campers across the canal at the boat lift on the Corp land. Charles was to try to get Lake Creek to allow the POA to post no trespass signs in the canals and other areas to prevent further problems.

**D. Policies:**

Charles Atkinson presented a draft of a mowing policy for the Board to review and to be finalized at the next meeting.

A request from the Corp. to take over mowing of the roads was discussed and no action was taken as it was not in the budget. President Atkinson was to meet with the Corp to discuss the request.

President Atkinson was also to discuss with the Architectural committee the apparent violation of restrictions.

Roy Dew requested that the Board ask the Security Committee to review the gate entry policy to see if we should allow parents to have entry like children.

Secretary Shaw was to send a letter in response to Mrs Hall's request for an additional gate card.

**D. Buildings and Grounds Issues:**

Roy Dew wanted to do some additional studies on the sand issue at the play ground. President Atkinson suggests we get a committee together and review what needs to be done.

Roy Dew got estimates for a center rail for the front steps. Motion was made by John Shaw seconded by Charles Massey to do a metal rail with estimated cost of \$575. The motion was approved unanimously.

Motion by John Shaw seconded by Charles Massey to replace all post and rope at the club house at a cost not exceed \$7500. The motion was approved unanimously.

Roy Dew made a motion seconded by Charles Massey to use all savings on budgeted projects to be paid on the loan. The motion was approved unanimously.

**E. Up Coming Special Events**

The Packers are ready for the Memorial Day Community Clean Up. Sigh to go up this week. Funds left from the Men's Club will be used to pay expenses.

Charles Atkinson and Roy Dew to contact members who have worked on 4<sup>th</sup> of July Celebration last year so planning can start for 2009. Parade, food, music, fireworks, flotilla and fishing tournament.

Roy Dew said the Fire Department was planning to do the pig picking again for Labor Day.

**F. Executive Session:**

There were no items.

**G. Adjourn:**

With there being no other business, a motion was made by Roy Dew seconded by Charles Massey that we adjourn. Motion carried. Adjournment was at 9:30pm.

Respectfully submitted,  
John Shaw  
Secretary  
Bay Tree POA

**Exhibit A**  
**BAY TREE LAKES**  
**PROPERTY OWNERS ASSOICATION**  
**BOARD OF DIRECTORS MEETING**  
**TUESDAY, MAY 12, 2008**

**Welcome**

Charles Atkinson

**Invocation**

Charles Massey

Presentation of Consent Agenda Items:

- A.** Prior meeting's minutes (April 21, 2009)
- B.** Treasurer's Report (Month of April 2009)

John Shaw  
Clark Valentiner

- C.** Property Manager's Report
- D.** Clerk's Report

Roy Dew  
Tish Herrmann

**POA Member's Concerns**

**Business**

**1. Accounting updates**

Charles Atkinson

- A. 2009 Tax Return
- B. Duncan Sessoms
- C. Banking

**2. Animal Issues**

Roy Dew

- a. Dog Problem with Dr. Larry Williams's guest
- b. Geese and beaver update
- c. Dept. Of Interior (US Fish & Wildlife Permit)

**3. Lake and Canal Issues**

- a. Request for Board's consideration for the installation of a pump to transfer water from the "marina" area into the canal by Lake Creek Corporation.
- b. Visit by Army Corps of Engineers
- c. Concerns of land locked members
- d. Complaints (2) regarding Campers on canal at boat lift

Charles Massey

Roy Dew  
John Shaw  
Charles Massey

**4. Policies**

- a. Debris, trash, and mowing privately owned lots
- b. Building violations
- c. Letters Notice of non conforming to standards
- d. Feedback on Appearance letters
- e. Vegetation Spring Branch Canal
- f. Windshield Tags for Parents

**5. Buildings and Grounds Issues**

**Roy Dew**

- f. Play ground sand
- g. Recreation Room
- h. Hand rail for Clubhouse front steps
- i. Rope and post in front of Clubhouse and Cabana
- j. Drainage pipe project update
- k. Trailer Storage Area

**12. Up Coming Special Events (Reminder)**

**Charles Atkinson**

a. Memorial Day Weekend Community Clean up

Terry Packer

- 1. Guard Service for weekends

Roy Dew

b. July Fourth Celebration

- 1. Kids and Young at Heart Parade
- 2. Food (Dogs with fixin's)
- 3. Patriotic Music
- 4. Fireworks Display
- 5. Flotilla
- 6. Fishing Tournament

Bob & Phyllis Latham

Lenox Harrellson

Roy Dew

Chris Pack

Charles Atkinson

Hector Reyes

c. Labor Day Pig Pickin'

BTLVFD

**Executive Session** (If needed)

**Adjournment**

**Exhibit C**

Bay Tree Lakes Property Owners Association

Profit & Loss

April 2009

**Total**

Income

Non-Profit Income

Dues

21,526.63

Gate Access

95.00

Key Deposit

15.00

Roads	8,568.00
Total Non-Profit Income	30,204.63
Total Income	\$30,204.63
Expenses	
Building cleaning	294.00
Cost of Labor	
Clerk	500.00
Property Manager	750.00
Total Cost of Labor	1,250.00
Grounds	
Mowing & cleaning	1,559.26
Total Grounds	1,559.26
Office Expenses	
Bank Charges	72.31
Postage	222.99
Quick Books Online	24.95

Stationery & Printing	59.02
Telephone/Internet	223.15
Total Office Expenses	602.42
Repair & Maintenance	
Canals	34.88
Clubhouse	126.41
Total Repair & Maintenance	161.29
Utilities	
Electricity	390.00
Water/Sewer	113.05
Total Utilities	503.05
Total Expenses	\$4,370.02
Net Operating Income	\$25,834.61
Net Income	\$25,834.61

**Exhibit D**  
**Property Managers Report**  
**April 2009**

**Clubhouse:**

- A. Floors cleaned and refinished
- B. Beach & Playground cleaned and raked
- C. Replaced screen on the porch
- D. Switched the sliding door at the east end of the clubhouse with a door from the recreation room.

**Cabana:**

- A. Replaced belts on exhaust fans
- B. Area cleaned and wash down
- C. Water line burst during the winter was repaired

**Streets:**

- A. Storm drains with grates have been installed, have scheduled the sod to be installed around the grates.

**Exhibit E**

Clerk's Report  
May 12, 2009

**Dues:**

Outstanding Balance April 30, 2009: \$26,572.64

Credit Balance April 30, 2009: \$11,126.46

**Lots Reported Sold April 2009**

<b><u>Buyer</u></b>	<b><u>Lot No.</u></b>	<b><u>Home</u></b>	<b><u>Seller</u></b>
Don & Pam Jordan	49	Clinton, NC	Mike Williams

**Amalgamation**

Amalgamation papers have been received from Charles Kight. Lots 565 and 566 will now be billed as one lot.