

Bay Tree Lakes

Property Owners Association

Monthly Board of Directors Meeting July 12, 2011

The Bay Tree Lakes Property Owner's Association, Inc Board of Directors monthly meeting was held at the clubhouse on Tuesday July 12, 2011. The following Board Members were present: Clark Wooten, Clark Valentiner, Junior Rideout, Brenda Cherry and George Starke. Others present were Tish Herrmann (POA Clerk) and Roy Dew (Property Manager). The following POA members were also present: Mick Robeson, Chris Cherry, Sonya Smith, Janet Hosking, Jon Hosking, Alfred Tyndall, Michael Smith, Tricia Dilello, Michael Dilello, and Lee Hauser.

President Clark Wooten called the meeting to order at 7:00 p.m. at which time everyone was welcomed to the meeting. President Wooten expressed his appreciation for everyone's attendance.

Clark Valentiner gave the invocation.

Secretary Starke distributed the agenda. (Attached as Exhibit A)

Approval of Previous Months minutes:

No changes were necessary. Report approved unanimously.

Approval of Financial Report: (Attached as Exhibit C)

Treasurer Valentiner reported the following:

BB&T Checking:	\$64,474.61
1st Citizens Checking:	\$15,690.00
1st Citizens Money Market:	\$55,413.07
Total Monies:	\$135,577.68

Road Loan Principal:	\$176,263.67
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Financial report approved unanimously.

Approval of Property Manager's Report: (Attached as Exhibit D)

Property Managers report approved unanimously.

Approval of Clerks Report: (Attached as Exhibit E)

Clerk's report approved unanimously as amended.

Tish Herrmann reported several letters to property owners with dues in arrears have been returned unclaimed. Our lawyer suggested sending letters by Federal Express instead of by registered mail. A motion was made, seconded and approved unanimously to try using FedEx.

Business & Issues:

Independence Day Follow-up:

President Wooten thanked Brenda Cherry for her efforts involved in organizing the Independence Day activities. Brenda suggested we consider adding the fireworks display to next year's activities. We need at least one volunteer certified. All volunteers participating in the fireworks activity must be certified. President Wooten asked Roy Dew and Carl Cain to check for volunteers as well as get cost estimates, since additional liability insurance and permitting fees are needed

Brenda indicated she had spoken to Harrells Fire Chief McGill since they have a fireworks display. Chief McGill indicated they had a person certified to do the fireworks and he may be available to do others. Brenda will recheck and get cost estimates. Early booking will be necessary.

Exercise Room Completion:

Mike Dilello indicated the next project would be to add mats to the exercise area. President Wooten made a motion to allow up to \$1,000 to cover the cost. The motion was seconded and passed unanimously.

Animal Control Policy:

Two complaints were received concerning dogs running loose in the community. Tish Herrmann will send letters to the animals owners as per the Animal Control Policy. The Board also asked Mike Smith if he would provide copies of the Animal Control Policy to his renters to avoid any future misunderstandings. Mike agreed and copies will be provided for his use.

An additional complaint was received concerning a dog loose on the beach and pier areas. According to the policy, this is strictly forbidden. Additional signage stating "No Pets Allowed" will be posted on edge of beach property in place of the "Dogs must be leashed" sign as well as under the "Rules and Regulation" sign. An additional notice will be posted on our web site.

Tennis Court Backboard:

Roy Dew, Carl Cain, and Michele Lewis have investigated several solutions. The consensus was to build a backboard using plywood. President Wooten made a motion to

allocate \$600 to the construction of the backboard by Carl and Roy. The motion was seconded and passed unanimously.

Request for additional padding on boatlift:
Completed

Projector Vs TV for exercise group:
Junior Rideout was successful in configuring the projector. Training on its use was provided to members of the group.

Review of gate entrance policy:
An updated policy was found which answers questions concerning illegal entry, fishing, and boatlift use.

Committee Reports:

Swimming Pool:

Ms. Sonya Smith gave the board an update on her proposal to have a swimming pool built in Bay Tree. She has checked with three pool companies with the following preliminary results:

1. Recommended pool size for our development would be 30' x 60'.
2. Recommended depth would be 5' with no diving allowed.
3. Would recommend a beach entry level (0 entry level).
4. Two companies recommend all concrete, the other company a combination of fiberglass sides and concrete bottom.
5. Looking into both fresh and salt water pool.

Ms. Smith indicated an approximate cost of \$120,000 for pool and decking. Additional decking, fencing, pump house, landscaping and shelter would be extra. Additional insurance costs would be \$500-700 per year.

Mike Smith suggested she look into costs for a deeper pool as well as a lifeguard.

Gate House Certificate of Occupancy:

Mike Smith reports Steve Jones is addressing issue with his architect. The bathroom in the Gate House not being handicap accessible seems to be the issue. Mike will continue his dialog with Steve.

No other Committee Reports available

POA Member Comments & Concerns:

A discussion was held concerning how proxy votes given to the POA Board are handled. Several suggestions were made which the Board will look into and report back at a future meeting.

A property owner had expressed concern about a roadway that used to go between Bay Tree Drive and South Horsepen Road. With the opening of the canals, the roadway is no longer passable. However, there is no signage to indicate the road no longer goes through. Roy Dew was asked to discuss addition of warning signs with the Corporation, since the property belongs to them.

Ms. Trish Dilello expressed concerns regarding the height of the Forestry Water planes after they have scooped up water for fire fighting. She indicates they are only about 30 ft. over homes which is very low if an emergency should occur. Chris Cherry suggested Trisha contact the Forestry Dept. or the Bladen County Emergency Management Dept. Tish Herrmann was asked to contact our attorney regarding what options we have.

Mike Smith reported a fire broke out on a lot adjoining his property. The Bay Tree VFD was called and no damage was reported outside the lot. Clean up of the lot will be addressed with the property owner.

It was suggested a "Private Property" sign be placed on the lake side of the boatlift to discourage non-property owners from using the lift. Roy Dew indicated there have been two previous signs that mysteriously disappeared. The board left it up to Roy's discretion as to where a new sign should be placed.

An issue was raised about the reflective paint on the speed bumps not being visible at night. Roy Dew was asked to check into possible solutions.

A white van was reported spending the night on a property. Brenda and Chris Cherry will try to pin down time and license number for further investigation.

There being no issues to discuss in Executive Session, the meeting was adjourned at 9:30 p.m.

Respectfully Submitted,
George Starke
Secretary, Bay Tree POA

Exhibit A
Bay Tree Lakes Property Owners Association
Board of Directors Meeting

Agenda
Tuesday, July 12, 2011

Call to Order and Welcome Members & Guests

Clark Wooten

Invocation

Clark Valentiner

Presentation of Consent Agenda Items:

1. Approval of Prior Meeting Minutes (June 2011)
2. Approval of Prior Month's Financial Report (June 2011)
3. Property Manager's Report (June 2011)
4. POA Clerk's Report (June 2011)

George Starke
Clark Valentiner
Roy Dew
Tish Herrmann

POA Member Comments & Concerns:

Business & Issues:

1. Independence Day Follow-up
2. Exercise Room Completion
3. Animal Control Policy/Swimming Area
4. Tennis Court backboard
5. Request for additional padding for boat lift
6. Using projector vs TV for Exercise Group
7. Review of Gate Entrance Policy/fishing

Brenda Cherry
Mike Dilello
POA Board
Carl Cain/Michele Lewis
Roy Dew
Junior Rideout
POA Board

Committee Reports

1. Swimming Pool Update

Sonya Smith

Executive Session may be held immediately following monthly board meeting.

Exhibit C

Bay Tree Lakes Property Owners Association Profit & Loss June 2011

Income	
Non-Profit Income	
Club Card	20.00
Dues	3,789.38
Gate Access	270.00
Mowing Income	300.00
Rental	800.00
Roads	1,424.00
Total Non-Profit Income	6,603.38
Total Income	6,603.38
Expenses	
Cost of Labor	
Cost of Labor	
Clerk	500.00
Guard	1,260.00
Prop Mgr Mileage	522.50
Property Manager	2,163.39
Total Cost of Labor	4,445.89
Total Cost of Labor	4,445.89
Funds transfer	
Interest Paid	935.32
Principal Paid	14,294.68
Total Funds transfer	15,230.00
Gate	780.59
Grounds	
Mowing & cleaning	825.00
Total Grounds	825.00
Office Expenses	
Bank Charges	8.95
Internet	71.53
Postage	150.59
Quick Books Online	24.95
Stationery & Printing	49.14
Telephone	148.73
Web site	74.90
Total Office Expenses	528.79
Repair & Maintenance	
Boat Ramps	95.00
Cabana	129.15
Clubhouse	381.77
Pest Control	760.00
Pier 34.67	
Total Repair & Maintenance	1,400.59

Road Repair & Maintenance	500.00
Trailer storage facility	78.00
Utilities	
Electricity	589.95
Water/Sewer	116.73
Total Utilities	706.68
Total Expenses	\$24,495.54
Net Operating Income	\$ -17,892.16
Net Income	\$ -17,892.16

Exhibit D
Property Managers Report June 2011

Clubhouse:

- Repaired Ice machine
- New thermostat was installed for the A/C unit for the west end of the clubhouse.
- Replaced the Flag

Playground:

- The park area was treated for ants (**sand box where the play equipment was not treated**)

Boatlift:

- Installed bumpers on the lift
- Had service call on the lift. It appeared someone tried to put a sail boat on the lift and damaged the control wiring.
- Area was excavated because of the low water

Entrance gate:

- Power outage on June22nd 5-7pm causing the gates not to work
- Exit gate failed and had to replace the controller.
- Purchased new laptop, all information is on both PC's

Exhibit E

Clerk's Report

July 14, 2011

Outstanding Dues: June 30, 2011: \$15,055.59*

Credit Balance: June 30, 2011: \$5,194.32

*\$5,000.67 process of foreclosure

Billing July 1, 2011

435.5 Lots \$54,873.00

Interest 379.36*

Outstanding 15,055.59

Total billed \$70,307.95

*\$130.96 process of foreclosure

Lots Reported Sold June 2011

<u>Buyer</u>	<u>Lot</u>	<u>Previous Owner</u>
BB&T	524	William Szigety
Wells Fargo	424 & 425	Angela Smith
East Bladen Land Co.	77	Clinton Pruitt
Steve Tatum	77	East Bladen Land Co
BB&T	249	Charles Donaldson