

Bay Tree Lakes

Property Owners Association

July 10, 2014

The monthly meeting of the Bay Tree Lakes (BTL) Property Owners Association, Inc. (POA) Board of Directors (Board) was held in the Clubhouse on Thursday, July 10, 2014. The following Board members were present: Roger Wright, Brian Wolf, Lee Hauser, Junior Rideout and Clark Valentiner. POA Clerk Tish Hermann. Property Manager Jim Crayton and Assistant Secretary Hank Howell also attended.

Property owners in attendance were Debbi Kettle, Mick Robeson, Maryellen Robeson, Charles Massey, Cathy Ross, Sonya Smith, Scott A. Smith, J.R. Wise and Byron Massey.

President Roger Wright called the meeting to order at 7:04 pm and welcomed all POA members to the meeting, after which Clark Valentiner provided the invocation.

Approval of Prior Meeting Minutes (June 12, 2014): Motion to approve was made by Lee Hauser, seconded by Clark Valentiner. Unanimous affirmative vote by those present.

Approval of Prior Meeting Minutes (June 30, 2014): Motion to approve was made by Lee Hauser, seconded by Clark Valentiner. Unanimous affirmative vote by those present.

Approval of Prior Month's Financial Report (June 2014): Report was presented by Clark Valentiner and is attached herein as Exhibit B. Motion to approve was made by Junior Rideout, seconded by Lee Hauser. Unanimous affirmative vote by those present.

Financials for June 2014:

Operations Checking:	\$ 41,071.87
Pool Checking	\$ 15,010.91
Money Market:	\$ 55,715.52
Total Monies:	\$ 111,798.30
Pool Loan Principal:	\$ 377,750.31
ADA Compliance Principal:	\$ 121,638.55

POA Clerk's Report (June 2014): Report was presented by Tish Hermann and is attached herein as Exhibit C. Motion to approve was made by Clark Valentiner, seconded by Brian Wolf. Unanimous affirmative vote by those present.

Property Manager's Report (June/July 2014): Report was presented by Jim Crayton and is attached herein as Exhibit D. Motion to approve was made by Junior Rideout, seconded by Lee Hauser. Unanimous affirmative vote by those present.

Recognition of Some Bay Tree Citizens: Roger Wright recognized the heroic efforts of some Bay Tree Lakes residents, specifically including **Karen Pack, Terry Randall** and **Junior Rideout**, providing aid involving CPR and our new AED at the pool when our Pool Operator, Donovan Vinson, suffered severe heart problems there on July 2nd. As a result of their quick responses and application of knowledge, Mr. Vinson was revived, was transported to a hospital, was treated and returned home within a very few days, where he is now “up and around” and expected to be back to normal, or near-normal, activities soon. A great assist was also provided by **Lynn Rideout** who notified Cathy Vinson and drove her to the hospitals to be with her husband. Roger and the Board express their appreciation for these fine efforts and their examples of BTL neighbors helping neighbors.

Business:

1. **Fishing Habitats:** Byron Massey presented a real example of one of the hundred plus fishing habitats proposed to be constructed and planted in the canals of Bay Tree Lakes to provide shelter for the bait fish to grow and eventually feed the game fish, enabling more and bigger game fish to grow and be available for our fishing pleasure. The sample was constructed in approximately 15 minutes, was all plastic, implying it would be everlasting in the canals and safe to swimmers, and cost around \$15 to \$16 for the materials which included a 5 gallon pail and some 1” diameter PVC pipe (like that used for lawn sprinkling systems) of various lengths. Debbi Kettle commented that she knew where we could obtain many of the pails for free. The proposal calls for financing and construction by individual residents. Mr. Massey also has proposed stocking of minnows in the “donut” area at the east end of BTL, some of which would be used for stocking the canals and some provided to the supplier in exchange for more game fish in the canals. The Board has agreed to promote and sanction this proposal, contingent upon receipt of a letter of approval from the developer, Steve Jones, Jr., and the production of a plan of implementation (the “rules of engagement”) by Mr. Massey.

2. **Central Mail Boxes:** Debbi Kettle reported that a conversation with our mail delivery person revealed a proposed plan by the Harrells Post Office to cease delivery of U.S. Mail to individual homes in BTL, but to deliver to a central location only, where a small mailbox would be provided for each residence. Ms. Kettle pursued this with the Harrells Postmistress (Sue) who stated that the U.S. Postal Service was pushing this for all locations, as a cost savings measure. Sue stated that the Harrells P.O. will poll many BTL residents and if enough say they are opposed to the idea, it will not be done. Ms. Kettle agreed to provide a document explaining the situation to all residents so they would be prepared to respond if called in the poll. The Property Manager then will post this document on the Bulletin Board at the front gate and on the POA web site.

3. **BTL Worship Services:** Roger Wright summarized the request from Carey Horrell and the position of the Board relative to Mr. Horrell's request to use the Clubhouse for Sunday morning non-denominational worship services. The Board had identified several items of concern, including potential conflicts with property owners wishing to rent the Clubhouse on Sundays, the setting of a precedent if no charge for the use of the Clubhouse were made, the issue of other “religious” groups asking for the same benefits, and so on. Mr. Wright had explained the Board's position to Mr. Horrell. Mr. Horrell had then asked if it would be permissible to hold worship services on the beach at the Clubhouse, at 7:30 on Sunday evenings. After some discussion by the Board, and comments from some of the owners present, Junior Rideout moved that Mr. Horrell be allowed use of the beach for his described service, starting at 7:30 pm on August 3rd, with no requirement for any other support from the Board or for privileged use of facilities. The motion was seconded by Roger Wright and passed unanimously by all those present.

4. **Alligators in Bay Tree Lakes:** Roger Wright reported that a “small” alligator had been spotted in the canal of BTL a couple of weeks ago, and then a resident reported having seen a “large” alligator in Bay Tree Lake some weeks before that. Mr. Wright had contacted the NCWRC and discussed the situation and was assured that there was no cause for major concern at this time. It is expected that both alligators (if there are two) will move on very soon, following the mating season now in progress. However, NCWRC advises that residents in BTL DO NOT FEED, DO NOT GET CLOSE TO, and DO NOT HARM an alligator. If an alligator is spotted and is misbehaving, NCWRC should be contacted right away.

5. **Horsepen Boat Lift:** This item was covered sufficiently in the Property Manager's report.
6. **POA Financial Audit:** Clark Valentiner reported that he has been in contact with the person who will be conducting the audit of the financial records of the POA. The audit process has started, with the completion of questionnaires underway. The process is likely to take a couple of months.
7. **Fishing Tournament for Labor Day Weekend:** Since circumstances prevented the POA from holding the Fishing Tournament as part of the 4th of July celebration, it was agreed to hold the tournament over the Labor Day weekend. Traditionally, the POA has sponsored a "Pig Pickin" on the Saturday before Labor Day. The Board agreed to hold the Fishing Tournament on the morning of August 30th this year, expecting that the "Pig Pickin" would be held midday on that day also. Volunteers are needed to plan and organize the tournament.
8. **Street Signs:** This item was covered sufficiently in the Property Manager's report.
9. **Governance Review Committee (GRC) Update:** Lee Hauser, chairman of the GRC, presented a report of the GRC meeting on July 9, 2014, based on the minutes of that meeting which are attached as Exhibit E. Mr. Hauser moved that the Board approve those minutes. Brian Wolf seconded the motion and it passed unanimously by all those present. Mr. Hauser also recommended and then moved that a page be added to the existing POA web site for the posting of actions, minutes, objectives and other GRC items for viewing by all BTL property owners. Brian Wolf seconded the motion and it passed unanimously by all those present.
10. **Storage Lot Coverings:** This item was covered sufficiently in the Property Manager's report.
11. **Job Description for Assistant Secretary:** Roger Wright summarized the primary tasks to be done by the Assistant Secretary, which are to work under the direction of the Board Secretary, preparing minutes of all Board meetings, preparing agendas for scheduled Board meetings, and posting these documents on the POA web site. Mr. Wright agreed to document this summary for the record, and that document is attached as Exhibit F.
12. **Pool Issues:** These items were all addressed in the Property Manager's report. In a brief summary, the 2" gap at the bottom of the fence is no longer an issue; non-

slip mats have been placed in each of the pool bathroom floors; the complaint about the contractor is no longer an issue; an additional camera is to be added once the pricing has been secured and approved; AED training is to be provided as part of the CPR course to be offered to all BTL residents in the very near future; and John Ciccarelli has been certified as a pool operator, and Kelly Allen will be certified soon, also.

New Business:

1. **Private Property Signs:** Signs stating to anyone about to enter a BTL canal from outside our community that the canals are **Private Property** will be posted at the main boat lift from Bay Tree Lake and possibly by the canal below the Sales office near the front of the community. The canals are considered “private waters regulated by the state.”

POA Member Comments and Questions:

1. Byron Massey requested the reference to the “actual law” which clarifies whether the BTL canals are private or public waters. Roger Wright agreed to retrieve the appropriate statute and inform us all. Mick Robeson suggested we consider the canals and Horsepen Lake to be “private waters regulated by the state.”
2. Debbi Kettle asked if it were possible/practical to password protect the POA web site, requiring BTL property owners to sign in before being able to view items on the web site. Jim Crayton explained that one intent of the web site was to publicize and promote the BTL community to others as well as current property owners. Perhaps some pages should be restricted and Mr. Crayton agreed to investigate that possibility.
3. Maryellen Robeson requested additional “NO WAKE ZONE” signs be posted in the east end of the canals where none are present presently. Brian Wolf moved that 3 more “NO WAKE” signs be acquired and set up, two in the canals east of Steve Lewis' house, and a third (perhaps with a broader statement that all of the canals are “NO WAKE” zones) be placed prominently at the boat ramp in front of the Clubhouse. Lee Hauser seconded the motion and it passed unanimously by all those present.
4. Scott A. Smith questioned whether the 30 acres parcel of land, adjacent to Highway 41, east of the Storage Lot, and north of the unpaved portion of Bay Ridge Road, apparently having been sold recently, was considered one lot,

multiple lots, or even a part of BTL for dues paying purposes. The answer was not readily available. Roger Wright moved that the Property Manager discuss this with the POA lawyer, Singletary, and determine if any dues have been or should be paid by any owners of that property. Clark Valentiner seconded and the motion passed unanimously by all those present.

5. Sonya Smith asked about the status of the Tax Revaluation process by Bladen County. Roger Wright summarized the status as previously reported in the minutes of the Board meeting of June 30, 2014.

There being no further business, the meeting was adjourned at 8:56 pm.

Respectfully submitted,
Lee Hauser
Secretary

Exhibit A: Agenda for July 10, 2014 Meeting

Board of Directors Meeting Agenda

July 10, 2014

Call to Order and Welcome Members and Guests	Roger Wright
Invocation	Clark Valentiner
Approval of Prior Meeting Minutes (June 2014)	Lee Hauser
Approval of Prior Month's Financial Report (June 2014)	Clark Valentiner
POA Clerk's Report (June 2014)	Tish Herrmann
Property Manager's Report (June / July 2014)	Jim Crayton
Recognition of Some Bay Tree Citizens	Roger Wright
Business:	
1. Fishing Habitats	Byron Massey
2. Central Mail Boxes	Roger Wright
3. Bay Tree Lakes Worship Services	Roger Wright
4. Alligators in Bay Tree Lakes	Roger Wright
5. Horsepen Boat Lift	Jim Crayton
6. POA Financial Audit	Clark Valentiner
7. Fishing Tournament for Labor Day	
8. Street Signs	Jim Crayton

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| 9. | Governance Review Committee (GRC) Update | Lee Hauser |
| 10. | Storage Lot Coverings | Jim Crayton |
| 11. | Job Description for Assistant Secretary | Roger Wright |
| 12. | Pool Issues | Jim Crayton |
| | a. 2" Gap at Bottom of Fence | |
| | b. Slippery Bathroom floors | |
| | c. Complaint About Contractor | |
| | d. Camera on Back Fence | |
| | e. AED Utilization and Training | |
| | f. Pool Operator Status | |

New Business:

1. Private Property Signs

POA Member Comments:

- ~ **Please note that POA members that would like to share comments must be recognized by the POA Board President.**
- ~ **Please note also that individual comments will be limited to three (3) minutes.**

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Exhibit B: Financial Report

Bay Tree Lakes Property Owners Association
Profit and Loss
June 2014

	Total
Income	
Non-Profit Income	
Dues	3,918.90
Gate Access	420.00
Pool	1,504.00
Total Non-Profit Income	5,842.90
Total Income	\$5,842.90
Expenses	
Building cleaning	375.00
Building fire protection	130.00
Cost of Labor	
Cost of Labor	
Certified Pool Operator	520.00
Clerk	600.00
Property Manager	1,000.00
Uniforms	213.16
Total Cost of Labor	2,333.16
Total Cost of Labor	2,333.16
Funds transfer	
Interest Paid Pool	1,659.86
Principal Paid Pool	3,637.18
Total Funds transfer	5,297.04
Grounds	
Mowing & cleaning	610.00
Trash removal	37.50
Total Grounds	647.50
Insurance	157.15
Legal & Professional Fees	3,025.96
Member Event	4,231.10
Office Expenses	
Bank Charges	9.95

Internet	72.24
Quick Books Online	26.95
Supplies	410.50
Telephone	215.38
Web site	34.90
Total Office Expenses	769.92
Pool Construction	48,600.82
Repair & Maintenance	
Exercise Room	150.00
Pest Control	990.15
Pool	1,336.00
Supplies & Equipment	48.08
Total Repair & Maintenance	2,524.23
Road Repair & Maintenance	3,152.50
Trailer storage facility	84.00
Utilities	
Electricity	1,112.44
Sewer	80.00
Water	306.15
Total Utilities	1,498.59
Total Expenses	\$72,826.97
Net Operating Income	\$ -66,984.07
Net Income	\$ -66,984.07

Exhibit C: Clerk's Report

From the Clerk

July 10, 2014

June 30, 2014	Outstanding Dues	\$19,567.67
June 30, 2014	Credit Balance	\$ 2,881.50

Billing July 1, 2014

447.5 lots	\$56,385.00
Interest	675.67
Outstanding Dues	19,567.67
Total Billed	\$76,628.34

Lots reported sold June 2014

<u>Buyer</u>	<u>Lot</u>	<u>Home</u>	<u>Seller</u>
Albert & Karin Smith	262	Fayetteville, NC	Lake Creek Corp *
Kelly & Faye Butler	35	Fayetteville, NC	Brenda Cherry
Tom & Karen Donadeo	140	Cary, NC	Tomahawk Land Carolina II
East Bladen Land Co	45	Harrells, NC	Mark Pearson
Patricia Herrmann	45	Harrells, NC	East Bladen Land Co **
Michael & Wendy Duke	934	Wilmington, NC	South River Land Co
George Alan Bryan	341	Elizabethtown, NC	Lake Creek Corporation*

* first time lot sale

**amalgamated

Total lots 447.5

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Exhibit D: Property Manager's Report

Property Mgr.s report 7/10/14

- I am happy to report to you that Donovan Vinson is at home and doing well. I think we will see him back at the pool soon. In the mean time you all can help us out by being extra neat with the furniture etc... Kelly Allen and John Cicarelli are helping keep things going in Donovan's absence. John has recently been certified as a Pool Operator.
- At the board's direction I purchased an AED for the Pool/Clubhouse area and installed it in the Pool Pump Room. I also made up an enhanced first aid kit for the pool which includes Oxygen with both adult and child masks, Adult and Child Bag/Valve/Masks to assist with breathing and a Blood Pressure set. As you all know, these items have already been used to save Donovan Vinson's life. Additionally, I have made all the first responders at the Fire Dept. aware of the locations of this equipment. (This will all be moved to the clubhouse when the pool closes for the season.)
- I am working with Ashley Dowless at the hospital to set up CPR classes either here or at the hospital. This is a 4 hr. class and costs \$35 per person. Anyone interested should contact me or Lori Massey to sign up and let us know your preference for a time. Options are: day or night both here or at the hospital.
- The ADA project is finished. All requirements have been met and the documentation and permits have been received. The contractor has been paid in full. Everyone, the board included, seems very happy with the job she did. This has been a stressful project and I for one am glad it is behind us.
- Junior Rideout and I are working to replace some light switches in the cabana with the kind that sense motion and turn off automatically. These were not included in the project but due to lights being left on all night we feel it is necessary to add them. At our insurance agent's suggestion, I have also added some anti-slip mats for the pool bathrooms.
- I have replaced a lot of the temporary signage at the pool with permanent metal signs and will shortly be adding a sign to the main bulletin board encouraging everyone to visit our web site. . I will also shortly be installing a "Private Property" sign beside the main boat lift facing the lake.
- I have been in contact with OmegaSoft about moving the camera on the pump house to the back wall for coverage on that gate. They can do this for around \$130. They are also preparing us a proposal for adding an additional camera there so we don't lose coverage on the pool area. I will know more when they are here next week.
- Co-ordinated the fireworks show for July 5th. Arranged Fire Dept. assistance for the show. Place signage for closing the beach per BC Fire Marshall requirements.
- Per board request, I hired two deputies for coverage on the gate for the 4th of July week-end. One of them stayed late Saturday to assist with the fireworks.
- I have completed the 2nd grass survey. A lot of lot owners got a break last month due to the corporation cutting so many lots in preparation for the sale they conducted. That action eliminated the need for the normal survey.
- We continue to have some problems at the gate. It is at times erratic. We even have had a couple of occasions where device numbers have changed or simply disappeared from the computer file. John and I are continuing to investigate. We had a phone line problem today at the gate but that was fixed by Star in pretty short order.
- Tish and I are working with our lawyer's office to continue going after those with delinquent dues.

The attorney is filing liens for us with those that are severely delinquent. We intend to follow up with further legal action 30 days after the liens are filed.

- The service technician is coming next week to do PM on the main lake boat lift and we will also be looking at the Horsepen lift to see if it can be converted to a different kind of fluid that will not choke up the system.
- Covers for the storage lots and the informational booklets that I mentioned last month are on hold until the GRC can review current policies.
- I have made the developer aware of the need for more street signs within the community.

Finally, I have been looking carefully at the bushes and underbrush that seems to be increasing all over Baytree especially on vacant lots. This includes the bushes that overhang into the canals. We have a lot of reports of wildlife using these areas for nesting and sleeping. This is especially true with rabbits and deer. This creates at least three problems. 1) Rabbits and deer eat shrubbery and plants in our yards and we are constantly at war with them. 2) Rabbits attract foxes and coyotes and large snakes. They are part of their food chain. I'm sure you also remember that foxes are frequent carriers of Rabies and 3) It is very unsightly. So...I am requesting all of us to make a concerted effort to reduce the wildlife habitat inside Baytree by voluntarily cleaning up as much of this as we can. I would suggest that we do the following:

- cut tree limbs to give at least 4 feet of clearance under them.
- Remove all the unnecessary bushes and brush, piles of wood etc... (this would not include ornamentals)
- Clean off the canal banks including the street ends of the canals along Baytree Drive.

If this problem continues, we will soon be overrun by wildlife which has the potential to be a health and safety issue.

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Exhibit E: Governance Review Committee Minutes

July 9, 2014

The Governance Review Committee (GRC) of the Bay Tree Lakes (BTL) Property Owners Association, Inc. (POA) held its first meeting on this date, with all seven members of the committee in attendance. They are Lee Hauser (Chairman), Mick Robeson, Mike Smith, John Shaw, Hank Howell, Kelly Butler and Jim Crayton.

Lee Hauser called the meeting to order at 7:07 pm, and provided an invocation. He prefaced the business by asking Hank Howell to take the minutes for this meeting, and by asking each member to consider volunteering as the committee secretary for the duration.

He then reviewed the highlights of the creation of this committee since the POA annual meeting in April of this year, ending with the statement of the GRC mission: "To be the cornerstone for the future of Bay Tree Lakes."

Lee presented the agenda for this meeting which began with each member providing a brief biography of himself, with emphasis on his experience and interest as it relates to the expected committee activities going forward.

Jim Crayton was the last member to provide a brief biography and he concluded by reporting on his efforts over the last few months to reach an understanding and agreement with Steve Jones, Jr., on the future of the Architectural Review Committee and the developer's right of first refusal on property in BTL being sold. He expects to continue these discussions now with Lee Hauser also participating.

The next item on the agenda was to select a regular meeting day and time for the committee. After some discussion, Hank Howell moved that the committee meet regularly at 7:00 pm on the first and third Thursdays of each month. John Shaw seconded the motion and it passed unanimously.

Lee Hauser provided each member with a copy of the primary governing documents, the By-Laws of the BTL POA, the Declaration of Protective Covenants and Restrictions for BTL, and the Rules and Regulations for BTL POA. He informed the members that their assignment, prior to the next meeting on July 17th, was to study these documents and prepare any questions that arise for presentation at that next meeting.

A brief period of brainstorming ensued until the meeting was adjourned at 8:04 pm.

Respectfully submitted.
Hank Howell
Acting Secretary

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Exhibit F: Job Description – Assistant Secretary

The Assistant Secretary for the Bay Tree POA Board will work with the Board Secretary (Lee Hauser) to:

- Properly record all activities and discussion that take place
 - During regularly scheduled monthly meetings
 - During all called and/or special meetings
- Distribute minutes to all board members in a timely manner after a meeting is adjourned.
 - Request board members to review the minutes, nominate corrections, changes and additional information as required
 - Distribute a copy of the corrected/updated minutes to the board members
 - Share a copy of the minutes with the Bay Tree POA webmaster for posting on the Bay Tree POA web page
- The Assistant Secretary will work with the POA Board Secretary to present the minutes (from the previous month) at each monthly board meeting for review, discussion and approval.
- Annual Meeting: The Assistant Secretary will work with the POA Board Secretary to present the previous year Annual Board Meeting minutes to the property owners for review, discussion and approval.

Bay Tree Lakes

Property Owners Association

June 30, 2014

A called meeting of the Bay Tree Lakes (BTL) Property Owners Association, Inc. (POA) Board of Directors (Board) was called to order by President Roger Wright at 7:06 p.m. In attendance with Mr. Wright were Board members Brian Wolf, Clark Valentiner, Lee Hauser, and Junior Rideout. Also attending were Property Manager Jim Crayton and Hank Howell. Clark Valentiner opened the meeting with an invocation.

Mr. Wright opened by stating that there was no written agenda, but the main reason for tonight's meeting is to address the highlights of the Town Hall Meeting held on June 22nd, and to update action taken on those issues, for the purpose of producing minutes or a report. A few other issues would also be addressed.

Letter to Devane Builders

The Board held a called meeting on June 22, 2014, with all five members present, at which Clark Valentiner made the motion that the Board send a letter to Chad Devane of Devane Builders, expressing the Board's appreciation for the method and results of his work on the swimming pool project, and the Board's support of him in light of the formal complaint made against him by one of the citizens of the BTL community. The motion was seconded by Junior Rideout and passed unanimously by all those present. The letter was written and delivered and is shown below as Exhibit A.

Treasurer's Report

A brief Treasurer's report stated that the balance in the Operations Checking account was over \$41,000 and the balance in the Pool Checking account was over \$33,000. With the additional funds anticipated to come in during the second half of the year, there should be no problem meeting the payments due on the Pool loan and the ADA loan.

Secretary and Assistant Secretary

Lee Hauser reported that he had accepted the position of Secretary of the Board, with the understanding that the Board would appoint an Assistant Secretary for the primary purpose of recording minutes of Board meetings and similar functions of the POA. He then moved that the Board create the position of Assistant Secretary and appoint Hank Howell to serve in that position, in accordance with Article V, Section 1 of the POA By-Laws which state “The Board of Directors may elect or appoint such other officers, including one or more assistant secretaries and one or more assistant treasurers, as it shall deem desirable such officers to have the authority and perform the duties prescribed, from time to time, by the Board of Directors.” Clark Valentiner seconded the motion and it passed unanimously by all those present.

Town Hall Meeting Topics

2. Community Worship Service

Carey Horrell had proposed that the POA permit a community worship service to be held in the Clubhouse on Sunday mornings. In discussion, several items of concern were identified, including potential conflicts with property owners wishing to rent the clubhouse on Sundays; the setting of a precedent if no charge for the use of the Clubhouse were made; the issue of other “religious” groups asking for the same benefit; the allowance of persons other than BTL property owners, their families and guests, to attend; and the advisability of having the general membership of the POA approve such an action. Brian Wolf moved that the Board agree that it is not prepared to address this request adequately at this time. Lee Hauser seconded the motion, and it passed unanimously by all those present.

3. Central Post Office Box

It was reported at the Town Hall meeting that the U.S. Post Office in Harrells was considering delivering mail to residents of BTL to only one location, a centrally located spot, most likely near the front gate, where a box would be provided for each household. In that case, there would be no delivery of mail to a mailbox at the front of any house in BTL. In discussion with the Postmistress, it was stated that a Post Office representative will call many of the residences in BTL to get an opinion on this central location for mailboxes. If enough people in BTL state they are opposed to this proposal, the Post Office will drop the issue.

4. 4th of July Celebration

The annual 4th of July celebration in BTL will be held this year on the following day, Saturday, the 5th of July. The program will follow the pattern established over the last few years, with a fishing tournament in the morning for our young people, a parade in the afternoon, followed by a hot dog feast and ice cream social, then a boat flotilla in the canal behind the Clubhouse and, finally, a massive fireworks display off the end of the Clubhouse pier. All volunteer positions needed to execute this plan have now been filled. As before, there will be a requirement to maintain a proper distance (generally 300 feet) between the fireworks and those viewing the display. Board members may be requested to assist in maintaining this perimeter. Lee Hauser was asked by the Board to provide Beach Music over a PA system during the evening festivities. He will set up the necessary equipment in the central thruway of the Cabana with speakers on the street side of the Cabana. Brian Wolf moved that the a Gate Guard be hired for the 3 days weekend, covering the hours of 8 am to 5 pm on Friday and Sunday, and a later shift (specific hours to be determined) on Saturday. Junior Rideout seconded this motion and it passed unanimously by those present.

5. Fishing Habitats

Byron Massey had proposed that the Board support (physically and financially) the construction and plantings of fishing habitats in the canals of BTL. Basically, each habitat would be constructed using a 5 gallon plastic pail and several PVC pipes of various lengths. He also proposed consideration of possible stocking of baby fish in the “donut” area at the east end of BTL. He reported that he had obtained agreement on both of these ideas with the developer, Steve Jones, Jr. Roger Wright reported further discussions with Byron Massey and had requested that he obtain agreement from Steve Jones, Jr. in writing. No further action will be taken by the Board until that agreement is obtained. Meanwhile, Byron Massey will continue to develop this concept.

6. Boat Lift to Horsepen

The boat lift from the canals to Horsepen Lake (and vice versa) has not been working for several weeks. This lift is owned by the developer and is his responsibility to maintain. It was proposed that the Board consider having the POA purchase this lift and repair and maintain it. The Board needs to understand the complexities and the costs concerning the maintenance and the liabilities of ownership. Jim Crayton, the Property Manager, was asked to pursue this topic and report back to the Board.

7. Budget and Audit

At the Town Hall meeting, a broad breakdown of expenditures relative to the pool projects was handed out. By the August meeting of the Board, it is expected that a more detailed report, showing all expenditures in accordance with the budget, will be available, plus a detailed report of pool expenditures to date.

Also, the Treasurer, Clark Valentiner, is working with a CPA to set up the planned audit of the books of the POA.

8. Vandalism in BTL

A few instances of vandalism within BTL were mentioned at the Town Hall meeting. The Board is considering a proposal made then, that the Board authorize a monetary reward for information leading to the arrest and conviction of vandals. After much discussion, the Board decided to take the position that steps should be taken to make awareness within the BTL community and create a communications chain allowing reporting of incidents and rules violations. If there is a violation of the law, 911 should be called; otherwise, the Property Manager should be informed.

9. New Phone Number for Property Manager

It was announced at the Town Hall meeting that a new telephone number for the Property Manager is now available. That number is **910-391-4940**. It will be possessed by the Property Manager when on duty, or one of the Assistant Property Managers at other times.

10. Street Signs

A need for some additional street signs was mentioned at the Town Hall meeting, particularly at the ends of Little Dock Loop. The Property Manager will contact the developer and address the need for such signs.

11. Tax Revaluation

The Bladen County Tax Assessor continues to pursue this issue as it relates to BTL properties. The current county-wide revaluation is analyzing the real estate transactions from July 1, 2013 through December 21, 2014. We have been told by him that BTL property owners should expect significant reductions in tax values in 2015.

12.Pool Hours Changed

It was suggested at the Town Hall meeting that the operating hours of the pool be changed to accommodate better those who wish to use the pool in the early morning hours. Accordingly, the new Pool Hours are now 6:00 am to 9:00 pm.

Other Business Topics

13.Short Term Rental Policy

The issue of BTL property owners renting their homes for short periods (a day, a weekend, a week, a month, etc.), as opposed to longer term leases, has risen again. The issue has to do with the rights and responsibilities of the non-resident renting party. Some questions must be answered before the Board can act on this issue. For example, does the Board have the right to develop rules for short term vs. long term rentals? Is this issue already covered in existing rules and policies? The Board has asked the Governance Review Committee (GRC) to address this as one of the priority issues Lee Hauser will check with the association attorney to identify the operating framework, relative to North Carolina and Bladen County laws.

2. Governance Review Committee

Originally formed at the June 12 meeting of the Board as the Policy Review Team, with five members, Lee Hauser moved that the name be changed to the Governance Review Committee and the membership be expanded from five to seven. In order to enable multi-tasking and addressing of a broader set of issues. In addition to the original five, John Shaw and Mike Smith will be added to the committee. Junior Rideout seconded the motion, and it passed unanimously by those present. It was suggested that subgroups within the committee be formed so that multiple issues could be pursued simultaneously; e.g., two people to address ARC issues with Steve Jones, Jr., two others to organize the existing documents, and two others to explore the subject of Short Term Rentals. A new topic for the GRC was introduced: the non-profit status of the POA as a corporation.

6. Alligators in BTL

In addition to the previously reported “small” alligator that had been spotted in a BTL canal recently, one resident has now reported seeing a “large” alligator in the lake, some weeks ago. Roger Wright volunteered that he will contact NCWRC to report these findings and to ask them to investigate by conducting a survey of all of the canals and the lake.

●Pool Issues

There is an unconfirmed report of a problem with the pool fence having a gap at the bottom that is less than two inches. Junior Rideout will investigate and deal with the issue before providing the final check to the ADA project contractor.

It has also been reported that the floors in both bath bathrooms in the pool area get very slippery when wet, which happens often when the pool is heavily used. The Property Manager was asked to investigate the options and report them to the Board.

One resident has requested that appropriate ropes be set up in the pool to allow lap swimming. This will be addressed in a future meeting.

Property Manager Surveys

The Property Manager is preparing a survey to be circulated among property owners to ascertain opinions on what's good, what's not good, what should be changed, etc. within the BTL community. He is seeking questions and subjects to explore in the survey and would appreciate submissions from interested property owners.

There being no further business, the meeting was adjourned at 9:56 pm.

Minutes submitted by
Lee Hauser
Secretary

Exhibit A:

To: Devane Builders
From: Bay Tree POA Board

Attention: Chad DeVane

We, the Bay Tree Lakes POA Board would like to share our appreciation for the professional manner in which you addressed the task that we requested you to do as part of our Bay Tree POA swimming pool project. As you know we pulled you into the project approximately thirty (30) days after we signed a contract with the pool builder and we did this because we thought your price and capability for the task we contracted you to do was better than the pool contractor's price and capability for these task. The original plan was for the pool contractor to handle all phases of the project.

Your work is evidence of your commitment to quality and detail and we are delighted with what we believe to be exceptional value in terms of how you completed all task defined in your contract in a manner that meets or exceeds our expectations.

We are aware that one of the citizens of our fine community has for some reason, not supported by the project paper trail or facts has and continues to try to hold you accountable for issues that far exceed the scope and dollars that our contract with you indicated. Please know that this individual or no individual for that matter represents the Bay Tree POA Board. As an elected board we are responsible for the management of the properties owned by the Bay Tree POA including the pool. Based on the support we receive from the community, we believe the majority of the Bay Tree Property Owners support the board and where we are with this project.

A review of the pool project paper trail clearly shows the Bay Tree POA Board contracted with four or five subcontractors including Tarheel Pool and DeVane Builders. Unfortunately the Bay Tree POA Board never gave or assigned the responsibility of General Contractor to either of the subs and by their actions the board effectively became the General Contractor. In hindsight this was a mistake and there is great regret that we did not call on someone such as DeVane Builders who had the knowledge and expertise to take on the General Contractor role. No doubt this would have been a far simpler and most probably less expensive project if the board had assigned the role of General Contractor to a building professional.

Again, we thank you for your support and the attention to detail that is demonstrated in the work you did for us. Bay Tree is a very progressive community and over the next years we hope to have additional projects. It is good to know that we have local talent that we can count on for support and value.

Regards,

Roger B. Wright
POA Board President