

Bay Tree Lakes

Property Owners Association

Board Meeting Minutes

November 15, 2018

The monthly meeting of the Bay Tree Lakes (BTL) Property Owners Association (POA) Board of Directors (Board) was held in the Clubhouse on Thursday, November 15, 2018.

Four Board members were present: Charles Atkinson, Billy McGavock, Junior Rideout and Troy Votaw. Bob Latham was not able to attend. Property Manager Jim Crayton, POA Clerk Tish Herrmann and Assistant Secretary Hank Howell were also in attendance. Property owners and residents in attendance were Phillip Warwick, Butch Conklin, Robert Gamble, Lida Votaw, Leelee Votaw, Scarlett Votaw, Larry Barnes, Brenda Barnes, and Debbi Kettle.

President Atkinson called the meeting to order at 7:00 pm and welcomed all attendees. He then asked Hank Howell to provide the invocation.

Approval of Prior Meeting Minutes (October 18, 2018): Junior Rideout moved for approval of the October minutes as presented. Charles Atkinson seconded. Unanimous affirmative vote by those present. The minutes of the monthly meetings will be posted on the BTL POA website, www.baytreecommunity.com.

Approval of Prior Month's Financial Report (October 2018): Billy McGavock presented the report for October via email prior to the meeting, That report is attached herein as Exhibit B, and the most recent financial summary is shown below. A motion to approve the October report was made by Troy Votaw, seconded by Junior Rideout. Unanimous affirmative vote by those present.

Financials as of November 1, 2018:

BB&T Second Checking	\$ 81,410.01	(as of 10/26/18)
Southern Operations Checking	\$ 179,448.82	(as of 10/31/18)
Southern MM Savings	\$ 56,113.21	(as of 10/25/18)
TOTAL	\$ 316,972.04	
Loan Principal	\$ 480,684.60	(as of 10/17/18)

POA Clerk's Report (October 2018): The report from Tish Herrmann was presented by Charles Atkinson, and is attached as Exhibit C. Motion to approve the report was made by Troy Votaw and seconded by Junior Rideout. Unanimous affirmative vote by those present.

Property Manager's Report (October/November): The report was presented by Jim Crayton. It is attached herein as Exhibit D. Motion to approve the report was made by Troy Votaw and seconded by Junior Rideout. Unanimous affirmative vote by those present. In regards to an item in the report concerning complaints about loud parties coming from a particular rental house, the Board agreed to send a letter notifying the owner of the complaints.

Old Business:

Foreclosures/Liens of Properties. Hank Howell reported for Bob Latham that no news on this topic had been received from the attorney. Mr. Atkinson asked Mr. Latham to ask the attorney if there is anything we can do to push the bottom three on the Clerk's delinquency list to a conclusion. Mr. McGavock stated he thinks Bladen County is ready to foreclose on the first of those three. Mr. Atkinson asked Mr. Latham to have the attorney check and report the accuracy of that.

Steve Jones Sr. Memorial. Mr. Votaw reported that the concrete for the base for the memorial, some 64 cubic feet, is expected to be poured on Saturday, November 17th.

Clubhouse as Shelter Committee. The Chairperson of the committee, Phoebe McGavock, was not available for a report, Mr. Atkinson stated he wants to see a plan that shows what will happen and who will do it.

Sewer System / Envirolink Letter. Complaints have been received by some of the recipients about the distribution of the letter, but no response has been received from Envirolink.

New Business:

Dog Park Proposal. Leelee and Scarlett Votaw presented a well-constructed and thoughtful proposal for a dog park on the community property between the tennis courts and the playground. Estimated implementation cost is \$3,000. Among the concerns expressed were 1) Ongoing maintenance, its cost and who would be responsible; 2) Noise nuisance to nearby neighbors; and 3) Level of participation, that is, how many people would actually use it. It was suggested a partial answer for the latter concern may be found from a request for interest made on the Nextdoor web site. The presenters agreed to address these concerns and report back to the Board.

Safety Paint – Front Entrance & Center Line. Several property owners and residents had expressed, via Nextdoor, support for the proposal to paint the curbs yellow around the island nearest the highway at the front gate, to alleviate the problem of turning in too early when approaching the gate from the east. Bob Latham wants to add to the discussion the painting of a yellow stripe down the middle of Bull Bay and Bay Tree Drives. These are safety concerns. Charles Atkinson addressed the painting of the curbs, pointing out that the POA does not own the property in question, that the paint will not be permanent and will need to be refreshed from time to time, and that, in his opinion, there is not a significant problem there. He will ask the POA Board to evaluate alternatives to alleviate the perceived problem.

Holiday Tree Lighting Plan. It was announced that the Holiday Tree Lighting service will be at 7:00 pm on December 1st, weather permitting. The alternative date will be December 8th.

Other Business:

POA Member Comments:

Debbi Kettle pointed out that the minutes for the August 2010 Board meeting incorrectly shows Jon Hoskings as the buyer for the lot which was actually purchased by the Kettle Trust. The Clerk agreed to investigate to determine if the error has propagated in other records.

There being no further business, a motion to adjourn was made by Billy McGavock and seconded by Troy Votaw. The meeting was adjourned at 7:33 pm.

Respectfully Submitted,

Bob Latham, Secretary

Exhibit A

Bay Tree Lakes *Property Owners Association*

Board of Directors Meeting Agenda

November 15, 2018

Call to Order and Welcome Members and Guests	Charles Atkinson
Invocation	Bob Latham
Approval of Prior Meeting Minutes (October 18, 2018)	Bob Latham
Approval of Prior Months' Financial Report (October 2018)	Billy McGavock
POA Clerk's Report (October 2018)	Tish Herrmann
Property Manager's Report (October/November 2018)	Jim Crayton

Old Business:

1. Foreclosures/Liens of Properties	Bob Latham
2. Steve Jones, Sr. Memorial	Troy Votaw
3. Clubhouse as Shelter Committee	Ph. McGavock
4. Sewer System / Envirolink Letter	Bob Latham

New Business:

1. Dog Park Proposal	S & L Votaw
2. Safety Paint – Front Entrance & Center Line	Charles Atkinson
3. Holiday Tree Lighting Plan	Charles Atkinson

Other Business:

POA Member Comments:

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

Exhibit B

Bay Tree Lakes Property Owners Association Profit and Loss – October 2018

	TOTAL (\$)
INCOME	
Non-Profit Income	
Dues	45,986.78
Interest Paid by Members on Dues	173.01
Rental	600.00
Total Non-Profit Income	46,759.79
Total INCOME	46,759.79
EXPENSES	
Building cleaning	915.00
Building fire protection	75.00
Cost of Labor	
Certified Pool Operator	750.00
Clerk	600.00
Property Manager	1,000.00
Total Cost of Labor	2,350.00
Grounds	
General landscape work for POA	830.00
Total Grounds	830.00
Legal & Professional Fees	200.00
Office Expenses	
Bank Charges	14.85
BB&T Credit Card Payment	744.73
Telephone	396.37
Total Office Expenses	1,155.95
Repair & Maintenance	
Pier	650.00
Total Repair & Maintenance	650.00
Southern Loan	10,287.38
Utilities	
Electricity	1,123.54
Sewer	875.20
Water	53.03
Total Utilities	2,051.77
VFD Support	2,625.00
Total EXPENSES	21,140.10
NET OPERATING INCOME	25,619.69
OTHER INCOME – Interest Earned	24.05
NET INCOME	25,643.74

Exhibit C

Clerk's Report

From the Clerk

November 1, 2018

October 31, 2018	Outstanding Dues	\$47,752.96
October 31, 2018	Credit Balance	\$ 1,994.14

2 Lots Reported Sold in October 2018

Buyer	Lot	Home	Seller
John & Ellen Taylor	192	Colorado Springs, CO	L. B, Brock
Chester & Claudia Barnhill	224	White Lake, NC	Terri Larkins

Total Billable Lots 450.5

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Exhibit D

Property Mgr. Report October/November 2018

1. Gate cards
2. We had a minor problem at the gate due I think to excess wire in the dial pad pressing on the motherboard. Since the tech came and trimmed it back we have had no reported problems.
3. Had a switch problem with the main boat lift that Jr. Rideout fixed for us. Still pushing Red to get it dug out.
4. We set some traps on the upper end of Bay Tree Dr. trying to catch some muskrats that were beginning to undermine the road side of the ditch bank but have not been successful. Thinking is that they have left that area. Thanks to David Kidd and Troy Votaw for their assistance with this.
5. I had preventative maintenance performed on all machines in the Fitness center and several machines repaired that had been waiting parts.
6. I winterized the cabana and pool house bathrooms and have locked them for the season. Residents notified via Nextdoor.
7. We had a motorcycle visitor recently that damaged the exit gate but so far attempts to identify have been unsuccessful.
8. Per conversation with Charles I have been trying to get Red to go ahead and burn the pile. Hopefully with the rain forecasted this week he will do so.
9. I have received complaints about loud parties coming from a rental house on North Horsepen.
Apparently it is being advertised as for rent for weddings, etc... I am recommending the Board send the owner a letter.
10. Talked with Rob Gamble about the Christmas Tree and the plan is to have the Tree Lighting on Saturday, Dec. 1st with Dec. 8th as the rain date.

Gate Cards etc..... Oct/Nov 2018

Device #	Amount	Owner
1702	35.00	C. Barnhill
1703	35.00	"
31768	25.00	D. Yoder
1701	35.00	H. Purvis
31769	25.00	"
31770	25.00	H. Gerard
1699	35.00	"