

Monthly Board of Directors Meeting March 9, 2010

The Bay Tree Property Owner's Association, Inc Board of Directors monthly meeting was held at the Club House on Tuesday March 9, 2010. The following Board Members were present: John Shaw, Charles Atkinson, Roy Dew, Charles Massey. Clark Valentiner was out of town and could not attend. Others present were Tish Herrmann, POA Clerk and POA members, Junior Rideout, Clarke Wooten, Hank Howell, Jim Smith, Michael Dilello, Terry Packer, Marice Lane, Angela Smith, Dennis Ford and George Starke. 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.

Dennis Ford gave the invocation.

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

Approval of February 9, 2010 minutes (Attached as Exhibit B)

John Shaw presented the minutes. There were no corrections.

Approval of Financial Report (Attached as Exhibit C)

Chairman Atkinson presented the January financial report.

Property Manager's Report (Attached as Exhibit D)

Roy Dew presented the monthly report. A motion was made by John Shaw Seconded by Charles Massey to repair the equipment in the exercise room. Motion carried.

Clerks Report (Attached as Exhibit E)

Clerk Herrmann presented the 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. 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

-

Dennis Ford advised the Board that there would be a sunrise service at the club house and asked for support from the Board to help sponsor the breakfast after the service. All POA members are invited and the service will start at 7:00 am. A motion was made by John Shaw Seconded by Roy Dew to allot up to \$500.00 for the breakfast. The motion was unanimously approved.

Other Business:

1. Kyle Randleman with Star Telephone made a presentation to the Board. He advised that Bay Tree is one of the few communities in Eastern North Carolina that has the fiber optics. He further stated that Star is a Member Cooperative and we are an owner in Star. Because we have fiber optics we can now have cable vision through Star. He also asked permission to put cable in the club house at no cost to the POA. This will give the membership an opportunity to see the quality and program that is available. A motion was made by John Shaw seconded by Charles Massey to allow Star to install cable in the club house. The motion was unanimously approved. The Board invited Mr. Randleman to make a presentation at the Annual meeting on April 10, 2010.

-

Business

1. Lake and Canal Issues:

- Charles Massey reported that the Corporation (Stephen) stated that they were working on the list of questions that was given them on 2/10/10. But because of a death in the family and the long list of questions he would not have it by this meeting. He indicated he would get them to the board prior to the annual meeting.
- Roy Dew reported on the water level report. Roy also advised that the Corporation has put a pipe in the trail between the marina and the ditch that we have the riser in and it appears that we may not be getting inch for rain inch.
- Roy was not aware if the Corporation had fixed the lift at Horsepen Lake.
- POA member Angela Smith advised the Board and provided pictures that the work done by the Corporation has caused flooding of the street at the end of Bay Tree Drive and her property.

2. Policies:

- George Starke Chairman of the Architectural Review Committee stated that Lake Creek Cooperation had not gotten back with him.
- President Atkinson stated that he has prepared a policy for the Board to consider regarding sharing POA information. The Policy was reviewed and a motion was made by Charles Massey seconded by Roy Dew to approve the new policy. The Motion was unanimously approved.

3. Buildings and Grounds Issues:

- Roy was to get equipment repaired.
- John Shaw stated the new bulletin board was in progress.

4. Security Issues:

- a. Roy reported that he was working with the Security Committee to complete the cameras.

5. Executive Session:

There was no action taken.

6. Adjourn:

With there being no other business, motion was made by Charles Massey to adjourn seconded by John Shaw. Motion Carried. President Atkinson adjourned the meeting at 9:45pm

Respectfully submitted,
John Shaw
Secretary
Bay Tree POA

**BAY TREE LAKES
PROPERTY OWNERS ASSOICATION
BOARD OF DIRECTORS MEETING
TUESDAY, March 9, 2010**

Exhibit A

Call to Order and Welcome

Charles Atkinson
John Shaw

Invocation

Presentation of Consent Agenda Items:

1. Prior meeting's minutes (February 9, 2010)
2. Treasurer's Report (Month of February 2010)
3. Property Manager's Report (February)
4. Clerk's Report (February)

John Shaw
Clark Valentiner
Roy Dew
Tish Herrmann

POA Member's Concerns:

Easter Sunrise Service

Dennis Ford
Kyle Randleman

Other Business Star Communications 10 Minute Presentation

Business

1. Lake and Canal Issues

Report on status of BTL Water Issues and Corp's response to questions
Report on lake level study and data collection
Boat lift status at Horsepen Lake

Charles Massey
Roy Dew
Roy Dew

2. Policies

Architectural Committee Review (Committee Report)
Feed back from Lake Creek Corporation's initial review
Development of a policy regarding POA information sharing
See attached

George Starke
Charles Atkinson

3. Buildings and Grounds Issues

Recreation Room Renovation Plan
Decking and steps to recreation & exercise room
Status of a new Bulletin Board

Roy Dew
Roy Dew
Roy Dew
John Shaw

4. Security Issues

Status of security measures for storage area
Signage, Cameras, building etc.
Security Breach..... Gates and damage incidents

Roy Dew
Roy Dew

5. Property Manager

Discussion regarding hiring an assistant property manager

Charles Atkinson

Executive Session: Immediately following board meeting to discuss personnel issues and potential legal issues.

Adjournment

Bay Tree Lakes Property Owners Association	Exhibit C
Profit & Loss	
February 2010	
Income	
Non-Profit Income	
Contractor Card	250.00
Club Card	
Dues	11,996.19
Gate Access	105.00
Rental	200.00
Roads	4,788.00
Total Non-Profit Income	17,339.19
Total Income	17,339.19
Expenses	
Building cleaning	
Cost of Labor	
Cost of Labor	
Clerk	500.00
Prop Mgr- Mileage	446.00
Property Manager	831.25
Total Cost of Labor	1,777.25
Total Cost of Labor	1,777.25
Funds transfer	5,230.00
Gate	
Insurance	

Legal & Professional Fees	1,650.00
Office Expenses	
Bank Charges	39.85
Internet	71.45
Postage	
Quick Books Online	
Supplies	
Telephone	145.34
Web site	9.90
Total Office Expenses	266.54
Repair & Maintenance	
Clubhouse	180.00
Pest Control	
Total Repair & Maintenance	180.00
Taxes Paid	10.00
Trailer storage facility	1,366.07
Utilities	
Electricity	695.51
Water/Sewer	112.54
Total Utilities	808.05
Total Expenses	11,287.91
Net Operating Income	6,051.28
Net Income	6,051.28

Property Managers report for February 2010

Exhibit D

Clubhouse:

- Carried Treadmill, recumbent bike, and weight gym set to Wilmington for repair
- Leveled the front steps at the clubhouse

Trailer Storage area:

- Replaced lock on storage building
- Repaired fence where entry was made

Entrance:

- Jim Crayton is beginning work on the bulletin board

Clerk's Report

Exhibit E

February 12, 2010

Outstanding Balance January 31, 2009 \$44,493.91
Credit Balance January 31, 2009 \$ 4,721.22

No Lots sold January 2010