

# *Bay Tree Lakes*

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## *Property Owners Association*

### **Monthly Board of Directors Meeting May 10, 2011**

The Bay Tree Lakes Property Owner's Association, Inc Board of Directors monthly meeting was held at the clubhouse on Tuesday May 10, 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), Roy Dew (Property Manager), and Carl Cain (Assistant Property Manager). The following POA members were also present: Mick Robeson, Robert Latham, Chris Cherry, Steve Yarbrough, Connie Yarbrough, Mike Smith, Michele Lewis, Alfred Tyndall.

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:**

There were no corrections to the minutes

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

Clark Valentiner reported that we have \$157,437.89 in our three accounts. We presently owe \$194,862.75 on the road loan principal.

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

Several recommendations for playground Fire Ant control were discussed (see below). Roy also indicated the pool table has not yet been removed from the exercise room.

#### **Approval of Clerks Report:** (Attached as Exhibit E)

No report presented.

A Motion was made and seconded to approve the reports as read. Unanimously approved.

### **Business:**

#### Speed Bump Striping:

The Board unanimously approved an expenditure of \$500 to repaint the speed bumps with a reflective paint. Mr. Carl Cain will Coordinate.

#### Playground Fire Ant Protection:

Discussions about treating the playground sand for fire ants led to a motion by Junior Rideout to treat only the perimeter of the box as well as the areas around the Tennis Courts, Basketball Court, and Boat Launch. Since Fire ants are active only during the warm months, treatment was approved for two quarters during the summer. Treatment of the sand in the playground was not approved due to safety concerns for the children. A notice prior to treatment will be placed on our web site in case property owners would want to coordinate their treatments with the above. The motion was seconded and passed unanimously with President Clark Wooten abstaining.

During the Fire Ant discussion, Mr. Roy Dew presented two recommendations concerning replacing the sand in the sandbox. It was suggested that Mr. Dew coordinate his recommendations with Ms. Tonya Todd, chairwoman of the Playground Committee.

#### Signage at Horsepen Boat Lift:

A property owner asked the board to consider a No Wake sign at the boat lift exit into Horsepen Lake to reduce the erosion occurring on the shoreline as well as prevent a possible problem at the base of the lift where sand is displaced and a hole is created (similar to what has happened at the Bay Tree Lake Boatlift). Several property owners with canal lots expressed similar concerns even though several signs are present in the canal system. A motion was made, seconded and unanimously approved for the following:

1. A notice concerning No Wake in canal areas will be posted on the bulletin board for several weeks at varying times throughout the year.
2. Another notice will appear on our Web Site indicating the entire canal system is No Wake. In addition we will ask watercraft operators in any body of water to be considerate of waterfront property washout as one gets closer to the actual property (especially for those not having bulkheads).
3. Additional signage will be purchased and installed in the channel leading from the lift into Horsepen Lake (Exit Slowly), as well as additional signs at the Bay Tree boatlift, both sides of the Bull Bay bridge, the canal boat launch area and both sides of the Horsepen Drive overpass (No Wake).

#### July 4<sup>th</sup> Celebration:

Ms. Brenda Cherry volunteered to coordinate the event, except for the fireworks. Since July 4<sup>th</sup> occurs on a Monday, Brenda will check on the best time to have the festivities. President Wooten also complimented the Lathams' for their efforts in coordinating our successful past celebrations. Mr. Bob Latham indicated they would be willing to assist Brenda in any way possible.

#### Canada Goose Addling Update:

Mr. Roy Dew reported 25 eggs have been addled to date, most of which came from Horsepen Lake area. Addling will continue until June.

#### Exercise Group Request:

Mr. Bob Latham, speaking on behalf of the exercise group, requested the POA Board approve the purchase of an additional large screen TV for use by the group. Presently there are approximately 19 people in the group with an average of twelve participants per day. This makes it hard for everyone to see the one TV they have. Before additional action is taken, Mr. Junior Rideout suggested we investigate the use of the projector purchased by the POA and project the image onto a blank wall. Mr. Rideout will investigate further and have a recommendation for next month's meeting.

#### Bay Tree VFD:

Mr. Bob Latham introduced a program called CERT (Community Emergency Response Teams). This voluntary program trains members to take care of themselves and then help others in the community for the first three days following a disaster, such as tornadoes, hurricanes, floods, etc. There is a need for about 15-25 volunteers for each team. Training will be provided. For additional information, contact Mr. Bob Latham. The Board will review a pamphlet provided by Bob, and be ready to discuss recommendations at the next monthly meeting.

#### **Committee Reports and Issues:**

##### Parking at end of Bay Tree Dr. and N. Horsepen Rd:

Several instances of late night partying have been observed at the above locations. In addition, large amounts of trash were left at the sites. Property owners asked the POA Board if there was anything the Board could do to stop this. President Wooten pointed out the Board has no enforcement options, and the best course would be to call the Sheriff's office when such conduct is observed. Ms. Brenda Cherry volunteered to contact the parents of the individuals involved.

##### Fireworks Committee:

Mr. Roy Dew reported the required fireworks certification process has been delayed, but Mr. Chris Pack is trying to explore alternative ways to accomplish this. Roy also suggested we explore hiring professional pyrotechnics companies to provide the fireworks similar to what White Lakes does. We have been informed by our Insurance Company (State Farm) that personal injury or damage are not covered by our policy as a result of the fireworks. Additional information will be needed.

##### Safety Committee:

Ms. Tish Herrmann spoke for the absent Mr. Brian Wolf. His concern was the safety issues involved with Homeowners burning yard waste and other materials. He would like the VFD to have a sign indicating the relative fire safety for a particular day, as provided

by the NC Fish and Wildlife Service. President Wooten pointed out the real issue is dictated by regulations from the Dept. of Air Quality, concerning what may and may not be burned. Serious fines are issued for violations. Tish Herrmann will check with the Department to determine what is permissible and what is not allowed and present at next Board meeting.

Gatehouse Certificate of Occupancy Update:

As chairman of the committee, Mr. Mike Smith met with Mr. Steve Jones, Jr. to see what the status is concerning the updates to the Guardhouse needed to receive a CO. Mr. Jones indicated this is not a high priority for him at this time. He did indicate to Mike that he was going to discuss what's needed with a builder, Devane Builders. Mr. Jones indicated he does not want nor need help from the POA. Mike will continue to talk with Mr. Jones to explore other options.

Other Issues:

A property owner requested the Board look into installing something to help prevent boats being scratched at the Bay Tree Lake boatlift, especially during windy days. Mr. Roy Dew will have the Service company responsible with maintaining the lift look into and suggest possible remedies. Results will be reported at our next Board meeting.

Mr. Roy Dew and Mr. Carl Cain requested the POA Board purchase another laptop computer to use as a backup for the entrance gate system. A motion was made, seconded and unanimously approved to purchase the laptop. Roy will coordinate.

Mr. Starke recommended purchase of a new telephone for the POA Office since the present one is outdated and not working properly. A motion was made, seconded and approved unanimously for purchase.

There being no issues to discuss in Executive Session, the meeting was adjourned at 9:15 p.m.

Respectfully Submitted,  
George Starke  
Secretary, Bay Tree POA

## Exhibit A

# Bay Tree Lakes Property Owners Association

## Board of Directors Meeting

Agenda  
May 10, 2011

<b>Call to Order and Welcome Members &amp; Guests</b>	Clark Wooten
<b>Invocation</b>	Clark Valentiner
<b>Presentation of Consent Agenda Items:</b>	
1. Approval of Prior Meeting Minutes (April 2011 )	George Starke
2. Approval of Prior Month's Financial Report (April 2011 )	Clark Valentiner
3. Property Manager's Report (April 2011)	Roy Dew
4. POA Clerk's Report (April 2011)	Tish Herrmann
<b>POA Member Comments &amp; Concerns:</b> (Three minute time limit per member)	
<b>Business:</b>	
1. Speed bump striping	Carl Cain/Roy Dew
2. Playground Fire ant protection	Carl Cain
3. Signage at Horsepen lift	George Starke
4. July 4 <sup>th</sup> Celebration	Clark Wooten
5. Canada Goose Addling update	Carl Cain/Roy Dew
6. Exercise Group Request	Bob Latham
<b>Committee Reports &amp; Issues</b>	
1. Parking at end of Bay Tree Drive	POA Board
2. Fireworks Committee Update	Roy Dew
3. Safety Committee	Brian Wolf
4. Gatehouse Certificate of Occupancy	Mike Smith

Executive Session may be held immediately following monthly board meeting.

**Exhibit C**  
**Bay Tree Lakes Property Owners Association**  
**Profit & Loss**  
**April 2011**

	<u>Total</u>
Income	
Non-Profit Income	
Club Card	30.00
Dues	30,338.09
Gate Access	200.00
Key Deposit	25.00
Rental	400.00
Roads	<u>11,880.00</u>
Total Non-Profit Income	<u>42,873.09</u>
Total Income	\$42,873.09
Expenses	
Cost of Labor	
Cost of Labor	
Clerk	500.00
Prop Mgr Mileage	402.60
Property Manager	<u>1,018.75</u>
Total Cost of Labor	<u>1,921.35</u>
Total Cost of Labor	1,921.35
Funds transfer	
Interest Paid	1,000.96
Principal Paid	<u>4,229.04</u>
Total Funds transfer	5,230.00
Gate	452.69
Grounds	
Mowing & cleaning	350.00
Trash removal	<u>75.00</u>
Total Grounds	425.00
Legal & Professional Fees	725.00
Member Event	30.17
Office Expenses	
Bank Charges	8.95
Equipment	27.26
Internet	71.53
Postage	89.54
Quick Books Online	24.95
Supplies	215.49
Telephone	144.38

	<u>Total</u>
Web site	149.90
Total Office Expenses	732.00
Repair & Maintenance	
Boat Ramps	100.28
Canals	50.00
Clubhouse	648.52
Pier	150.00
Playground	<u>250.00</u>
Total Repair & Maintenance	1,198.80
Trailer storage facility	37.00
Utilities	
Electricity	457.76
Water/Sewer	<u>114.39</u>
Total Utilities	<u>572.15</u>
Total Expenses	<u>\$11,324.16</u>
Net Operating Income	<u>\$31,548.93</u>
Net Income	<u>\$31,548.93</u>

### **Exhibit D**

Property Managers report for April 2011

Roy Dew/ Carl Cain

**Clubhouse:**

- Replaced pedals on recumbent Bike
- Replaced control board on the treadmill (no cost)
- Repaired the screen and the screen doors

**Cabana:**

- Replaced broken commode, floor flange, and repaired the floor in men's restroom

**Playground:**

- Cost to apply a fire and ant treatment at playground, tennis courts, pier and boat ramp is fifty- eight dollars (\$58.00) per quarter or two hundred-sixty (\$260.00) per year. Considering fire ants are only active in warm weather two (2) quarters would be adequate, April through September. Proposal by State Pest control. Additionally firm can provide individual property owners a yard treatment for sixty five dollars (\$65.00) per quarter or two hundred eighty dollars (\$280.00) per year. Affected area cannot be used

for 24 hours after treatment per exterminator ( I Roy do not support chemically treating this area were kids will be playing)

- Recommendation (1)  
Remove 8 in. of sand from the playground area and, Install fabric matting (used under highway beds) , Install 8in play-sand on top of matting. Treat outside perimeter for fire ants (kids will not be in contact with treatment). Removal of existing sand , prep-work, reinstall washed play-sand cost estimate is \$10,000.
- Recommendation (2)  
Cost to remove four (4) inches of sand from playground and apply a layer of weed block fabric and reapply a equal amount of rubber playground mulch is sixteen thousand six hundred fifty dollars(\$16,650.00). Several colors are available
- Rick Stuckman with All About Ponds reviewed the moss conditions in the canals on April 16,2011. Fifty(50) grass carp were added in February 2009 and then twenty five (25) in August 2009. He recommends twenty five (25) fish for the existing canals and one hundred (100) for the newly opened canal portion. Understand the new canal is managed by Lake Creek East. Orders over one hundred (100) are thirteen dollar and fifty cent (\$13.50) each plus tax with a fifty dollar (\$50.00) delivery fee. Less than one hundred (100) are fourteen dollars (\$14.00) each plus dollar delivery fee.

Recommendations:

- 1- Paint speed humps with yellow reflective paint (\$500.00)
- 2- Replace water cooler at cabana (\$428.00 + tax)

**Exhibit E**  
Clerk's Report for April 2011

Outstanding Dues: April 30, 2011: \$29,322.35  
Credit Balance: April 30, 2011: \$3,084.00

**From Court House Records**

<u>Buyer</u>	<u>Lot</u>	<u>Home</u>	<u>Seller</u>
BB&T	917	Winston Salem, NC	was Charles Donaldson's