

Bay Tree Lakes

Property Owners Association

Monthly Board of Directors Meeting September 13, 2011

The Bay Tree Lakes Property Owner's Association, Inc Board of Directors monthly meeting was held at the clubhouse on Tuesday September 13, 2011. The following Board Members were present: 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 and Hank Howell

Vice-President Brenda Cherry called the meeting to order at 7:00 PM at which time everyone was welcomed to the meeting. Vice-President Cherry expressed her appreciation for everyone's attendance and explained a business commitment prevented President Wooten from attending..

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:

We currently have \$94,844.19 in our Checking Accounts and \$55,434.48 in our Money Market account for a total of \$150,278.67.

Our Road Loan Principal stands at \$167,484.52.

Financial report approved unanimously.

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

Bladen County Fire Marshall visited our Clubhouse and was pleased with our safety efforts. His only suggestions were to install emergency exit lighting and upgrade the fire extinguishers. Roy Dew and Carl Cain installed reflectors at the speed humps, making the humps very visible at night.

Property Manager's report approved unanimously

Approval of Clerks Report: (Attached as Exhibit E)

Tish Herrmann reported results of the recent survey concerning problems launching watercraft into the Lake and canal system:

Total responses: 56
Launching Problems: 43
No Launching Problems: 13

This issue will be addressed with Steve Jones, Jr.

Clerk's Report approved unanimously.

Business & Issues:

Road Loan Payment:

The POA Board unanimously approved the payment of \$10,000 towards the Road Loan. This amount will be applied directly to the principal.

House Rental, Lake/Canal Update, and Gatehouse Status:

No reports were made available. Steve Jones, Jr. is preparing a response to these issues.

Property Liens:

Tish Herrmann reported on talks with the POA lawyer, Mr. Mehler, concerning liens placed on foreclosed or bankrupt properties. Although retrieving past dues on these type properties is slim, the Board voted unanimously to have Mr. Mehler continue this effort
Attorney Mehler also reported initial lean letters must be sent to all owners of a property and they must be given 15 days to respond.

Pool Committee letter:

A letter from Ms. Sonya Smith was read and discussed during the meeting. Several concerns were raised regarding information gathering procedures, among others. The Board will prepare a response to Ms. Smith's concerns shortly.

C.E.R.T. Request:

Mr. Robert Latham requested help from the POA in purchasing 20 emergency packs to be used by the C.E.R.T. members in case of an emergency. Packs cost approximately 30-35 dollars each. Since this team is such a vital asset to our community, the Board voted unanimously to purchase 20 packs. Mr. Latham will coordinate.

Mr. Latham also reviewed this year's pig picking. Everyone interviewed agreed this was one of the best events we've had. There was a cost increase incurred by the VFD this year from the \$6.00/plate to \$7.00/plate. He indicated this would have to be the price set for next year. The Board voted unanimously to approve this increase retroactive to this year.

Committee Reports:

No reports were received.

POA Member Comments & Concerns:

Catch and Release for Bass only:

Mr. Mick Robeson asked about the possibility of initiating a Catch and Release program only for Bass in the Canals. The Board agreed to poll the membership in our next mailing.

Short Term Rentals:

The issue of short-term (less than 6 mos.) home rentals was discussed. Although there appears to be nothing prohibiting this in the covenants, several of the membership asked if the Board had the authority to restrict this. Since the answer is unclear, we will ask our attorney for guidance. We will also solicit input from our membership in our next mailing.

There being no issues to discuss in Executive Session, the meeting was adjourned at 8:55 p.m.

Respectfully Submitted,
George Starke
Secretary, Bay Tree POA

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

Agenda
Tuesday, September 13, 2011

- | | |
|--|------------------|
| Call to Order and Welcome Members & Guests | Clark Wooten |
| Invocation | Clark Valentiner |
| Presentation of Consent Agenda Items: | |
| 1. Approval of Prior Meeting Minutes (August 2011) | George Starke |
| 2. Approval of Prior Month's Financial Report (August 2011) | Clark Valentiner |
| 3. Property Manager's Report (August 2011) | Roy Dew |
| 4. POA Clerk's Report (August 2011) | Tish Herrmann |

POA Member Comments & Concerns:

Business:

- | | |
|-------------------------|--------------|
| 1. Road Loan Payment | Clark Wooten |
| 2. House Rental Update | Clark Wooten |
| 3. Lake/Canal Ownership | Clark Wooten |

Committee Reports & Issues

Executive Session may be held immediately following monthly board meeting.

Exhibit C
Bay Tree Lakes Property Owner's Association
Profit & Loss
August 2011

	Total
Income	
Non-Profit income	
Club Card	15.00
Dues	7,134.88
Gate Access	290.00
Mowing Income	75.00
Roads	2,880.00
Total Non-Profit Income	10,394.88
Total Income	\$10,394.88
Expenses	
Building cleaning	650.00
Cost of Labor	
Cost of Labor	
Clerk	500.00
Guard	1,400.00
Prop Mgr Mileage	402.60
Property Manager	1,505.66
Total Cost of Labor	3,808.26
Total Cost of Labor	3808.26
Funds transfer	
Interest Paid	843.60
Principal Paid	4,386.40
Total Funds transfer	5,230.00
Gate	1,384.74
Grounds	
Mowing & cleaning	1,925.00
Trash removal	40.00
Total Grounds	1,965.00
Member Event	-12,00
Office Expenses	
Bank Charges	-30.45
Internet	71.48
Postage	264.93
Quick Books Online	24.95
Supplies	44.41
Telephone	148.74
Web site	109.90
Total Office Expenses	633.96
Repair & Maintenance	
Cabana	200.00
Canals	75.00
Clubhouse	825.38
Playground	550.00
Total Repair & Maintenance	1,650.38
Trailer storage facility	313.00

Utilities	
Electricity	710.00
Water/Sewer	129.56
Total Utilities	<u>839.56</u>
Total Expenses	<u>\$16,462.90</u>
Net Operating Income	-\$6,068.02
Net Income	-\$6,068.02

Exhibit D

Property Managers Report for August 2011

Clubhouse:

Had HVAC ducts inspected and repaired. 8 found to be improperly connected.
Rubber floor mats are scheduled for delivery Sept. 16th
Bladen County Fire Marshall visited and suggested we install emergency lighting and upgrade the fire extinguishers.
Had the beach area raked and cleaned

Streets and Playground:

Cold patch was used the repair the two holes at Egret and Blue Heron.
Cold patch makes a very poor quality repair
Reflectors has been installed at the speed humps and makes the humps very visible .
A net has been installed at the top of the back board for the tennis area

Trailer Storage:

Shelving has been installed in the storage building.

Exhibit E

Clerk's Report

September 13, 2011

Outstanding Dues: August 31, 2011: \$23,135.65

Credit Balance: August 31, 2011: \$3,430.20

Lots Reported Sold August 2011

<u>Buyer</u>	<u>Lot</u>	<u>Home</u>	<u>Seller</u>
Mary A. Capps	633	Fayetteville, NC	Brenda Cherry
Marvin Tatum	77	Elizabethtown, NC	Steve Tatum
Andrew Malaro & Cathy Ross	192	Bay Tree Lakes, NC	Ray Adcox

George Starke transferred the POA database from the old to the new PC. Data will be kept on both computers until after the next billing cycle. The entry system to the exercise room is not compatible with the new computer, so it will be necessary to retain that one also.

Responses to Questionnaire Concerning Watercraft in the Canals and Lake

Have you experienced trouble launching your watercraft into and navigating through the lake and canal systems?

Responses: 56

Yes: 43

No: 13