

# *Bay Tree Lakes*

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## *Property Owners Association*

### **Monthly Board of Directors Meeting May 8, 2012**

The Bay Tree Lakes Property Owner's Association, Inc Board of Directors monthly meeting was held at the clubhouse on Tuesday May 8, 2012. The following Board Members were present: Brenda Cherry, Clark Valentiner, Junior Rideout, Troy Votaw, and George Starke. Staff present were Tish Herrmann (POA Clerk), Carl Cain (Property Manager), and Roy Dew (Assistant Property Manager). The following POA members were also present: Sonya Smith, Hank Howell, Michelle Lewis, Mary Jo Ciccarelli, Mick Robeson, Maryellen Robeson, Stephen Coles, Debbi Kettle, Chris Cherry, Henry Cashwell, Mike Smith, Allen Wells, Tanya Todd, Carl Beaty, Eva Beaty, Bob Latham, Karen Pack, Mike Dilello, John Shaw.

President Brenda Cherry called the meeting to order at 7:00 pm at which time everyone was welcomed to the meeting. President Cherry expressed her appreciation for everyone's attendance.

Clark Valentiner gave the invocation.

Secretary Starke distributed the agenda. (Attached as Exhibit A)

#### **Approval of Previous Months minutes:**

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

Treasurer Valentiner reported the following:

We currently have \$88,291.18 in our Checking accounts and \$55,508.24 in our Money Market account for a total of \$143,799.42. Our road loan principal stands at \$100,865.06.

Treasurer Valentiner recommended we make a quarterly \$10,000 payment towards our Road Loan principal. Motion made, seconded and unanimously approved.

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

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

Motion to approve all reports seconded and unanimously approved with no corrections.

## **Business & Issues:**

### Aquatic Growth in Canals:

Concerns were expressed about aquatic weed growth in the canals. Carl Cain agreed to contact someone in the Wildlife Commission to provide recommendations concerning fish populations and weed growth in our canal system. Carl will share information with the Fish/Aquatic Weed Committee.

### Unauthorized Vehicles in Storage Area:

It was brought to the Board's attention that several vehicles were in the Storage Area without the proper documentation. All vehicles (including trailers) must have the proper registration obtained through the Property Manager. The Board asks that any unregistered vehicle be removed immediately.

### Community News:

Debbi Kettle was asked to investigate the possibility of having a method of providing up to date information on our community and it's property owners. Debbi agreed to accept responsibility for developing and maintaining a site separate from our community web site and to report progress to the Board.

### Road Loan Update:

Treasurer Valentiner reported our loan will mature May 5, 2013. We paid approximately \$92,058 in principal payments during 2011-12.

## **Committee Reports:**

### Architectural Committee:

New Committee has not yet met

Certificate of Occupancy: Mike Smith

Nothing new to report

Fireworks Fourth of July Committee: Chris Pack

Nothing new to report

Playground Committee: Sue Gillis

New Committee has not yet met

Security/Safety Committee:

New Committee has not yet met

Swimming Pool Committee: Sonya Smith

Swimming Pool Committee Report – May 8, 2012

The swimming pool committee appreciates all of the support from the members at the annual meeting and those who sent their proxies in. Since the majority of the votes were for the pool, we are continuing to move forward with this project. At this time, the committee is planning on visiting other community pools in order to gather information concerning, their rules and regulations. The pool committee will be providing future updates at the monthly meetings.

Please feel free to email any ideas to Sonya Smith at [ssmith1055@triad.rr.com](mailto:ssmith1055@triad.rr.com)

Water Committee: Mike Smith

The Water Committee has met and discussed several issues, among them Riparian Rights, Rules regulating input and output from a State lake. Inquired if a budget would be possible depending on future activities. Since there was some discussion as to the status of last years activities and what information had been developed, a meeting was scheduled for 5/10/12 to review all data developed by the previous water committee. Several members expressed the importance of determining why lake levels are so low.

Short Term Rental Committee:

New Committee has not yet met

Fish/Aquatic Population Committee: Mick Robeson

New Committee has not yet met

**POA Member Comments & Concerns:**

Road Repair Question:

A member asked who would be responsible for repairs if water lines broke and road had to be repaired. The County now owns the water system, but the Board was unsure if they would be responsible. The Board will check with appropriate county department.

Canal Fishing:

Questions were again received concerning the need for a fishing license in the canals. The Board has asked Mr. Jones to look into ownership of the canal system, which he has agreed to do, and report his findings back to the Board. In the meantime, the Board suggests Property Owners obtain a valid NC Fishing License (\$15.00) to avoid possible problems.

There being no additional business, the regular meeting was adjourned at approximately 8:30pm at which time the Board moved to Executive Session to discuss issues related to Staff salaries.

Respectfully submitted,  
George Starke  
Secretary  
POA Board of Directors

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

Agenda  
Tuesday, May 8, 2012

- |  |                  |
|--|------------------|
| <b>Call to Order and Welcome Members &amp; Guests</b>      | Brenda Cherry    |
| <b>Invocation</b>  | Clark Valentiner |
| <b>Presentation of Consent Agenda Items:</b>               |                  |
| 1. Approval of Prior Meeting Minutes (April 2012)          | George Starke    |
| 2. Approval of Prior Month's Financial Report (April 2012) | Clark Valentiner |
| 3. Property Manager's Report (April 2012)                  | Carl Cain        |
| 4. POA Clerk's Report (April 2012)                         | Tish Herrmann    |

**POA Member Comments & Concerns:**

**Business:**

**Committee Reports & Issues:**

- |                          |               |
|--------------------------|---------------|
| 1. Community News        | Debbie Kettle |
| 2. Community Road Update | POA Board     |

Executive Session may be held immediately following monthly board meeting.

## Exhibit C

Bay Tree Lakes Property Owners Association  
Profit & Loss  
April 2012

	<u>Total</u>
Income	
Non-Profit Income	
Club Card	25.00
Dues	31,883.32
Gate Access	250.00
Rental	200.00
Roads	<u>12,618.00</u>
Total Non-Profit Income	<b><u>44,976.32</u></b>
Total Income	<b><u>\$44,976.32</u></b>
Expenses	
Building cleaning	250.00
Cost of Labor	
Cost of Labor	
Clerk	500.00
Prop Mgr Mileage	234.85
Property Manager	<u>1,795.65</u>
Total Cost of Labor	<b><u>2,530.50</u></b>
Total Cost of Labor	<b><u>2,530.50</u></b>
Funds transfer	
Interest Paid	518.21
Principal Paid	<u>4,711.79</u>
Total Funds transfer	<b><u>5,230.00</u></b>
Gate	332.81
Grounds	
Mowing & cleaning	940.00
Trash removal	<u>40.00</u>
Total Grounds	<b><u>980.00</u></b>
Legal & Professional Fees	1,030.00
Office Expenses	
Bank Charges	9.95
Internet	71.79
Quick Books Online	26.95
Telephone	151.52
Web site	<u>89.90</u>
Total Office Expenses	<b><u>350.11</u></b>
Repair & Maintenance	
Cabana	44.10
Clubhouse	5,470.45
Pest Control	<u>1,985.00</u>
Total Repair & Maintenance	<b><u>7,499.55</u></b>
Road Repair & Maintenance	800.00
Trailer storage facility	78.00
Utilities	
Electricity	380.06
Water/Sewer	<u>32.00</u>
Total Utilities	<b><u>412.06</u></b>
Total Expenses	<b><u>\$19,493.03</u></b>
Net Operating Income	<b><u>\$25,483.29</u></b>
Net Income	<b><u>\$25,483.29</u></b>

**Exhibit D**  
**Property Managers Report —April 2012**

**Completed tasks- Since last Board meeting**

- Boat lift annual service completed and repairs made as needed.
- Playground tilled and pine straw applied tree wells in Park area.
- Rail fence at Gate House complete.
- Back ordered rack of weights for the multi-station gym has been installed. New equipment is now complete in the exercise area.

**Recommended Action Items**

- Parquet flooring in the Clubhouse needs to be repaired/sanded and refinished. Years of service and water damage have yielded unevenness and the luster has diminished. Floor will have a like new/high gloss finish and be easier to maintain. Estimated cost for the work \$2,800.00
- Aquatic growth in the canals is increasing, complaints/questions have been asked about the situation. Grass carp were stocked in 2009. A recommendation was made in May 2011 to add additional carp. Mr. Rick Stuckman, w/ All About Ponds increased his recommendation from last year to 50 fish for the existing canals and 150 for the newer canal system. Orders over 100 fish are \$15 each, less than 100 are \$15.50 each plus the \$50 delivery charge.

**FYI...**

- Hector Reyes is no longer a resident here at BTL; his firm was providing housekeeping services for the Club House and Cabana. Ms. Gloria Velez now lives in the community and worked with Mr. Reyes. She agreed to provide the same level of service and schedule for cleaning at the same cost.
- Sheriff's Department will begin weekend and holiday gate duty Memorial Day weekend through Labor Day weekend.
- Mr. Red Mote has begun re-grading the sand dunes at Cabana and Clubhouse that have developed due to blowing sand.

**Exhibit E**  
Clerk's Report

May 8, 2012

April 30, 2012 Outstanding Dues: \$32,412.93

April 30, 2012 Credit Balance: \$3,174.61

Lots Reported Sold April 2012

<u>Buyer</u>	<u>Lot</u>	<u>Home</u>	<u>Seller</u>
Devane Builders, Inc	913	Elizabethtown, NC	Robert Kass*

\*Foreclosure: Lost revenue \$2,950.15