

Bay Tree Lakes

Property Owners Association

Board Meeting Minutes

June 15, 2017

The monthly meeting of the Bay Tree Lakes (BTL) Property Owners Association (POA) Board of Directors (Board) was held in the Clubhouse on Thursday, June 15, 2017.

Four board members were present: Bob Latham, Billy McGavock, Junior Rideout, and Troy Votaw. President Charles Atkinson was unable to attend. Troy Votaw presided in his absence. POA Clerk Tish Herrman, Property Manager Jim Crayton and Assistant Secretary Hank Howell were also in attendance. Property owners in attendance were Robert Gamble, Maryellen Robeson, Brenda Barnes, Larry Barnes, Greg Ruark, Ginny Ruark, Phillip Warwick, George Starke, Todd Karpinski, Tricia Switzer, John Shaw, Lee Hauser, Cathy Ross, L.D. Brock and Lynn Rideout.

Mr. Votaw called the meeting to order at 7:00 pm and welcomed all attendees. He then asked Bob Latham to provide the invocation.

Approval of Prior Meeting Minutes (May 18, 2017): A motion to approve the minutes of the May monthly meeting was made by Junior Rideout and seconded by Billy McGavock. Unanimous affirmative vote by those present. The minutes of the monthly meeting will be posted on the BTL POA website, www.baytreecommunity.com

Approval of Prior Month's Financial Report (May 2017): Billy McGavock presented the report for May, which is attached herein as Exhibit B, and the financial summary shown below. A motion to approve that report was made by Junior Rideout, seconded by Bob Latham. Unanimous affirmative vote by those present.

Financials as of April 30, 2017:

BB&T Operations Checking	Closed Account	
BB&T Second Checking	\$ 48,811.16	(as of 5/31/17)
Southern Operations Checking	\$ 169,519.51	(as of 5/31/17)
Southern Checking	\$ 6,424.26	(as of 5/31/17)
Southern MM Savings	\$ 55,959.47	(as of 5/24/17)
TOTAL	\$ 280,714.40	
Loan Principal	\$ 644,845.27	(as of 6/01/17)

POA Clerk's Report (April 2017): The report was presented by Tish Herrmann, and is attached as Exhibit C. Motion to approve the report was made by Billy McGavock and seconded by Junior Rideout. Unanimous affirmative vote by those present.

Property Manager's Report (/May/June): The report was presented by Jim Crayton and is attached herein as Exhibit D. Motion to approve the report was made by Junior Rideout and seconded by Bob Latham. Unanimous affirmative vote by those present.

Old Business:

- Foreclosures/Liens of Properties.** Mr. Latham reported that Mr Walsh had paid up his outstanding amount due to the POA. There were no changes in the status of other attorney issues.
- Drainage on South Horsepen.** Mr. Votaw reported that Mr. Atkinson is working with Mr. Jones to get some action on the drainage issue. Our goal is to get this done so we can proceed with obtaining road ownership.
- Steve Jones Sr. Memorial.** Troy Votaw reported that he is waiting for some wording for the memorial from Steve Jones Jr.

- Target Shooting Safety.** See the Property Manager's report.
- Speed Bump Reflectors.** See the Property Manager's report.
- Speed Display Sign.** See the Property Manager's report.
- Community Cleanup Day.** Debbie Kettle was not available for a report, but others reported that she has several people signed up for road cleanup but needs volunteers for cleanup of the canals. Also, the volunteers will clean up as their time permits, not necessarily all on the same day.
- Friday Night Movie License:** It was learned following the first couple of movie nights that a license is required to avoid copyright infringements. Mr. Atkinson approved the acquisition of a license and the purchase is complete. Lee Hauser advised that a similar ruling applies to the playing of recorded music by an amateur DJ at the pool as has been done on several occasions.

New Business:

July 4th Celebration Plans: Mr. Crayton reported that all events for the celebration on July 1st have been lined up. The fireworks have been contracted (\$4,000) and the license is to be picked up within the next few days. Larry and Brenda Barnes, organizers of the Youth Fishing Tournament, reported that 33 young people have already signed up and the T-shirts are on order. Mr. Latham urged more people to decorate their boats and enter them in the Flotilla to be held prior to the fireworks, in the canal in front of the Clubhouse.

Policy for Back Dues at Un-Amalgamation: Ms. Herrmann proposed that this subject should be discussed first in a closed session with the Board. All agreed that an Executive Session would address this subject. The Executive Session will be scheduled at a time that the Board President, Mr. Atkinson, can attend.

Pig Pickin' on September 2nd: Bob Latham moved that the BTL POA engage the BTL Volunteer Fire Department to supply the preparation and serving of 350 BBQ plates, at \$7.50 per plate, for the annual Pig Pickin' for Labor Day weekend. Junior Rideout seconded the motion. There was a unanimous affirmative vote by those present.

Horsepen :Lake Level: This topic was placed on the agenda because of the growing concern that the level of the water in Horsepen Lake is being lowered by the developer. Discussion of this topic prompted many comments by Board members and property owners in attendance, The topic was expanded to include the drainage issues on South Horsepen and the eastern most end of Bay Tree Drive, as well as the severe drop (estimated to be about 14”) in the water level in the canals west of the Horsepen Road. L.D. Brock and Larry Barnes asked that the Board accept their formal complaints and proceed to influence the developer to solve these problems. The Board agreed to discuss this issue and request Mr. Atkinson to discuss this with Steve Jones, Jr. to get an answer to the question, “What is your plan?” Robert Gamble asked the Board also to resolve the problem he has with a berm on a lot adjacent to his.

POA Member Comments:

Maryellen Robeson reported on the success of the Friday Night Movie and thanked the Board for its assistance. For the 3 movies shown so far, attendance has been 25, 36 and 48 people, with a broad mixture of ages. The movie is to be shown outdoors each Friday through July,. The plan is that it will then move indoors for twice per month showings during the fall and winter.

There being no further business, a motion to adjourn was made by Junior Rideout and seconded by Billy McGavock. The meeting was adjourned at 8:37 pm..

Respectfully Submitted,

Bob Latham, Secretary

Exhibit A

Bay Tree Lakes
Property Owners Association

Board of Directors Meeting Agenda

June 15, 2017

Call to Order and Welcome Members and Guests	Charles Atkinson
Invocation	Bob Latham
Approval of Prior Meeting Minutes (May 18, 2017)	Bob Latham
Approval of Prior Month's Financial Report (May 2017)	Billy McGavock
POA Clerk's Report (May 2017)	Tish Herrmann
Property Manager's Report (May/June)	Jim Crayton

Old Business:

1. Foreclosures/Liens of Properties	Bob Latham
2. Drainage on South Horsepen	Charles Atkinson
3. Steve Jones, Sr. Memorial	Troy Votaw
4. Target Shooting Safety	Jim Crayton
5. Speed Bump Reflectors	Jim Crayton
6. Speed Display Sign	Jim Crayton
7. Community Cleanup Day	Debbi Kettle
8. Friday Night Movie License	Bob Latham

New Business:

1. July 4 th Celebration Plans	Jim Crayton
2. Policy for Back Dues at Un-Amalgamation	Tish Herrmann
3. Horsepen Lake Level	Charles Atkinson
4. Pig Pickin' on September 2 nd	Bob

Latham

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 – May 2017

	TOTAL
	(\$)
INCOME	
Non-Profit Income	
Dues	30,651.63
Interest Paid by Members on Dues	263.21
Recovery	200.00
Rental	200.00
Total Non-Profit Income	31,314.84
Total INCOME	31,314.84
EXPENSES	
Building Cleaning	525.00
Building Fire Protection	197.40
Cost of Labor	
Certified Pool Operator	310.00
Clerk	600.00
Property Manager	1,000.00
Total Cost of Labor	1,910.00
Gate	600.00
Grounds	
Debris Pile Burning	6,000.00
Trash Removal	120.00
Total Grounds	6,120.00
Office Expenses	
Bank Charges	74.47
Telephone	355.30
Total Office Expenses	429.77
Repair & Maintenance	
Bay Tree Lift	1,500.00
Pier	120.00
Pool	600.00
Total Repair & Maintenance	2,220.00
Utilities	
Electricity	981.37
Sewer	75.20
Water	411.08
Total Utilities	1,467.65
Total EXPENSES	15,191.80
NET OPERATING INCOME	16,123.04
OTHER INCOME – Interest Earned	7.24
NET INCOME	16,130.28

Exhibit C

Clerk's Report

From the Clerk

June 1, 2017

May 31, 2017	Outstanding Dues	\$32,130.90
May 31, 2017	Credit Balance	\$ 8,219.39

Lots Reported Sold in May 2017

Buyer	Lot	Home	Seller
Jeff & Kathy Clark	77	Wilmington, NC	Marvin Tatum
John & Virginia Rogers	PHIV1	Middleburg, FL	Lake Creek Corp.
Redbird Land Co., LLC	109	Harrells, NC	Walter Jernigan
Redbird Land Co.LLC	107/108	Harrells, NC	Walter Jernigan
Myron Cashwell	107	Garland, NC	Redbird Land Co. LLC
Joshua & Kari Barnett	94	Clinton, NC	Charles Baxley
Lesley Davis	210	Harrells, NC	Kevin Walsh

Correction to May Report

Redbird Land Co., LLC	PHIV3	Harrells NC	David King
John & Virginia Rogers	PHIV2	Middleburg FL	Redbird Land Co.,LLC

Total Billable Lots 456.5 (Separation of lots 107/108)

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Exhibit D

Property Mgr. Report (Preliminary) May/June 2017

1. Sold tags and stickers as indicated on attachment at end of report.
2. We are still having intermittent issues with the gate failing to close and I am working with the service tech. to get it diagnosed and repaired. He came Wednesday and replaced a relay in the gate and also replaced a bearing on the gate arm then moved on to the pool gates.
3. We had a problem with one of the pool gates not locking properly. I repaired the same gate last week when it would not open properly and I believed the current damaged was caused by it being forced. Turned out to be a broken wire. Tech and I worked for 3 hrs. tracing circuits and finally found shorted wiring where the original main gate had been. The wires were spliced when the gate was moved. That area has been a problem before. Phillip Warwick is going to help me redo the wiring so as to prevent future problems. He is a resident who is an engineer with Danaher and also a licensed electrician. I also had him install a switch on one of the pump house lights so it can be turned off for the movies and he helped me replace a switch at the main boat lift.
4. I have contacted staff at River Landing about their gate system and they recommended a company called Down East Protective Services. I spoke with their VP for sales and service and described our problems. Other than adding surge suppressors to the data and phone lines he says it sounds like we are doing about everything we can. He stated that there was no way to completely “lightning proof” a system. Their experience is that things near water and large pine trees have the most problems. He is available to come and look at our system if we want. They are dealers for the same system we use but have others also. I am pursuing the surge suppressors.
5. I worked with the movie project by hanging the screen and helped them get some good sound.
6. Pulled up and replaced 12 deck boards at the Horsepen lift. I would recommend that we consider replacing all the boards next spring. I am also working on getting the fencing repaired.
7. I removed and had painted 4 of the worst NO WAKE signs in the canals. We have re-installed them and they look good. I can get the rest of them done for \$15 each if we determine it is necessary. Right now the rest are not in too bad shape.
8. Replaced the screen on one of the porch doors and another panel that was loose and torn. We discovered a number of pinholes in the process. We should consider replacing most of the rest of the screens also. Thanks to Rob Gamble for his assistance.
9. I checked on the reflectors for the speed bumps and we have a good supply but we do not have any adhesive. I am looking for an economical source. I have found a

- butyl pad similar to double faced tape but have not yet determined it's durability. That would be the most economical means since they are only about \$1.25 each. We only need to replace about 15 reflectors. Jr. Rideout is going to check on some adhesive material also. He was involved with the original install of the reflectors.
10. Sent out much fewer "grass" letter this month and have been successful in getting several dead trees removed. I did have one lot cut due to a failure to respond and am having the Grace Britt property done also. I mailed a registered letter to a property owner about trees down on his lot but post office has not been able to confirm delivery as of this writing.
 11. Have posted signage re: 4th of July events.
 12. Have continued to work with our landscaper. Last week he also did the boat storage area and the Horsepen lift area but was unable to cut the Main Lift area due to a large number of trailers parked there. He came today and took care of that. He will return on the 29th to make sure everything looks good for the July 1st weekend.
 13. I had State Pest re-visit the clubhouse for spider control and the pool area for a spot treatment for fire ants. They are due to do the annual fire ant treatment in the next few days as soon as weather permits.
 14. Checked on a radar sign and no one in Fayetteville rents them that I could find. I did find a company on the internet that rents them for \$369/week or \$1,090/month but does not have any available in our area at this time. The Sheriff's Dept. does not have one. E'town PD does have one but I did not pursue that as yet.
 15. I had the pads from the exercise room moved to the storage shed.
 16. I did talk with Steve Jones on the shooting range issue and did not get permission to move dirt or anything else. He is concerned about liability issues and wants further assurances etc... before giving any kind of approval or support. He did not sound opposed, just cautious.

Devices Sold

Name	Device #	Amount
Barnett	31740	\$25.00
	1517	35.00
Purvis (Warwick)	1518	35.00
Warwick	1519	35.00
Rogers	1520	35.00