

# *Bay Tree Lakes*

## *Property Owners Association*

### **Board Meeting Minutes**

**August 17, 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, August 17, 2017.

Four Board members were present: Bob Latham, Billy McGavock, Junior Rideout, and Troy Votaw. Board President Charles Atkinson was unable to attend. POA Clerk Tish Herrman, Property Manager Jim Crayton and Assistant Secretary Hank Howell were also in attendance. Property owners in attendance were Robert Gamble, Elizabeth Gamble, Greg Ruark, Ginny Ruark, Phillip Warwick, Deborah Warwick, George Starke, Butch Maulsby, Tricia Switzer, Todd Karpinski, Chet Bojanowski, Kathy Bojanowski, Bill Hawks, Tom Donadeo, Karen Donadeo and Richie Brady.

Chairing the meeting, Mr. Votaw called the meeting to order at 7:01 pm and welcomed all attendees. He then asked Bob Latham to provide the invocation.

**Approval of Prior Meeting Minutes (July 20, 2017):** A motion to approve the minutes of the July monthly meeting was made by Bob Latham and seconded by Junior Rideout. Unanimous affirmative vote by those present. The minutes of the monthly meeting will be posted on the BTL POA website, [www.baytreecommunity.com](http://www.baytreecommunity.com)

**Approval of Prior Month's Financial Report (July 2017):** Billy McGavock presented the report for July via email prior to the meeting, It is attached herein as Exhibit B, and the financial summary is 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 August 1, 2017:

BB&T Second Checking	\$ 54,232.81	(as of 8/01/17)
Southern Operations Checking	\$ 196,506.51	(as of 8/01/17)
Southern MM Savings	\$ 55,974.14	(as of 8/01/17)
TOTAL	\$ 306,713.46	
Loan Principal	\$ 628,311.04	(as of 8/01/17)

**POA Clerk's Report (July 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 (July/August):** 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 Billy McGavock. Unanimous affirmative vote by those present.

**Old Business:**

**Foreclosures/Liens of Properties.** Mr. Latham reported no changes in the status of attorney-related issues. Mr. Latham spoke to the attorney who reported action on the Britt Estate could be happening very soon, and asked that we just "hang on."

**Drainage on South Horsepen.** Mr. Votaw reported that he and Mr. Atkinson continue to work with Mr. Jones to get some action on the drainage issues. Our goal is to get this done so we can proceed with obtaining road ownership. General comments from the POA attendees seemed to show a preference that the POA not accept road ownership unless and until all known road, bridge and drainage issues have been addressed and resolved.

**Steve Jones Sr. Memorial.** Troy Votaw reported that he has a meeting scheduled with Steve Jones Jr. on August 18<sup>th</sup> to discuss the wording for this memorial..

**Labor Day Weekend Celebration Plans:** Mr. Crayton reported that the only event scheduled for that weekend is the POA Annual Pig Pickin', scheduled for September 2<sup>nd</sup> from 1:00 pm until 2:30 pm (or until all of the food is gone). Billy McGavock moved that the POA Clerk send a post card to each POA member advising them of the date, place, time and sponsorship of this event. The motion was seconded by Bob Latham and approved by all those present.

**Policy for Back Dues at Un-Amalgamation:** Mr. Votaw advised that the Board is developing a policy to address the various issues associated with this topic. It is to be discussed further at the next Executive Session meeting of the Board.

**Horsepen Lake Level:** Mr. Votaw provided a brief summary of the issue and opened the discussion to the POA attendees present. There was general agreement that the low levels of water in the two lakes and the canals currently is primarily due to drought. There is concern, though, that the levels will continue to be too low, even with the return of ample water, due to the low levels of the drainage pipes in Horsepen and the open-ended drainage of the canals at the eastern end of the development. Again, some voices were in favor of raising money from the property owners, either with raised dues or a one-time assessment, or both, to resolve the problems that the developer appears unable to resolve. There was no report on the research by Mr. Atkinson with other POA's to determine their monthly dues and related benefits.

There being no further business, a motion to adjourn was made by Junior Rideout and seconded by Billy McGavock. The meeting was adjourned at 8:05 pm.

Respectfully Submitted,

Bob Latham, Secretary

**Exhibit A**

***Bay Tree Lakes***  
***Property Owners Association***

**Board of Directors Meeting Agenda**

**August 17, 2017**

Call to Order and Welcome Members and Guests	Charles Atkinson
Invocation	Bob Latham
Approval of Prior Meeting Minutes (July 20, 2017)	Bob Latham
Approval of Prior Month's Financial Report (July 2017)	Billy McGavock
POA Clerk's Report (July 2017)	Tish Herrmann
Property Manager's Report (July/August)	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. Labor Day Weekend Celebration Plans	Jim Crayton
5. Policy for Back Dues at Un-Amalgamation	Troy Votaw
6. Horsepen Lake Level	Charles Atkinson

**New Business:**

**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 – July 2017

	<b>TOTAL</b>
	(\$)
<b>INCOME</b>	
Non-Profit Income	
Dues	52,057.03
Interest Paid by Members on Dues	57.00
Gate Access (cards, stickers)	425.00
Total Non-Profit Income	52,539.03
<b>Total INCOME</b>	<b>52,539.03</b>
<b>EXPENSES</b>	
Building Cleaning	750.00
Cost of Labor	
Certified Pool Operator	390.00
Asst Pol Operator – JA	80.00
Clerk	600.00
Property Manager	1,000.00
Total Cost of Labor	2,070.00
Grounds	
General Landscape Work for POA	1,130.00
Total Grounds	1,130.00
Office Expenses	
Bank Charges	23.85
Telephone	392.18
Total Office Expenses	416.03
Repair & Maintenance	
Bay Tree Lift	1,100.00
Exercise Room	19.13
Horsepen Lift	100.00
Pest Control	1,075.00
Total Repair & Maintenance	2,294.13
Uncategorized Expense	10,287.38
Utilities	
Electricity	1,371.76
Sewer	75.20
Water	114.43
Total Utilities	1,561.39
<b>Total EXPENSES</b>	<b>18,508.93</b>
NET OPERATING INCOME	34,030.10
OTHER INCOME – Interest Earned	7.98
<b>NET INCOME</b>	<b>34,038.08</b>

**Exhibit C**

**Clerk's Report**

From the Clerk

**August 1, 2017**

July 31, 2017	Outstanding Dues	\$51,867.75
July 31, 2017	Credit Balance	\$ 5,457.43

**Lots Reported Sold in July 2017**

<b>Buyer</b>	<b>Lot</b>	<b>Home</b>	<b>Seller</b>
Redbird Land Co., LLC	626	Harrells, NC	Myron Cashwell
William Warren	50	Roseboro, NC	William Morton
Keith & Marsha Hamilton	76	Snead Ferry, NC	Sue Pigott

Lesley Davis amalgamated lots 210 and 211.

**Total Billable Lots      454.5**

~ ~ ~ ~ ~

## **Exhibit D**

### **Property Mgr. Report July/August 2017 Preliminary**

1. Cards and windshield passes (last page)
2. Biggest item this month was the replacement of the chlorine generator cells at the pool. After much investigation including a visit by a factory technician it was determined that they needed replacing and this was accomplished with Jr. Rideout's assistance. He saved us several hundred dollars by doing this. We should be good for another 3-5 years. We are a little concerned that control unit may need some re-setting. It seems to be putting out too much chlorine. I have instructed Donovan to contact the factory technician for advice on this and also advice on how winterize using this machine. We have sufficient chemicals etc... and our intent is to keep the pool open thru September if the weather holds out.
3. I have been gathering prices and information on encapsulating the underneath of the clubhouse. I sent you a copy of the Terminix proposal. Since then, I have received proposals from both McDuffie and Clegg which are in front of you. State building code does not allow for a "total" encapsulation. They only allow plastic to be placed on piers and walls up to 6" from the wood. This allows for proper termite inspection without having to move vapor barrier. I also learned that once the wood moisture content reaches 22-25% the termites can survive off the moisture in the wood and do not have to return to the ground. I can give you more information after the meeting if you wish to pursue this.
4. We sent a smaller than normal number of "appearance" letters this month. I'm hoping this is because people are catching on to the new schedule of inspections.
5. I am hesitant to mention it but, the last fix at the gate seems to have done the trick...no problems in the last month. I did do some research on replacement cost should we ever get to that and you have some information on that also, Southern Time is our current provider.
6. I had the new growth trees and bushes, etc...removed from the Horsepen Lift area and our landscaper also sprayed as close to the water as he could. We also removed a 6" pine tree from behind the bridge abutment. That tree and all the larger bushes that were cut were drilled and treated with Roundup to prevent re-growth. The area looks really good at this time.
7. We continued to have problems with one of our treadmills. The parts that were sent for me to install did not fix the problem. We are waiting for more parts and the technician will come and install them. Parts are included in our warranty.
8. We have had a sharp increase in trees, etc...being dumped in the burn area. If anyone has information as to who is doing the dumping please let me or a board member know. This is getting very expensive very quickly. I have been researching the video at the gate but so far have not identified any debris coming in from outside.

<b>Device #</b>	<b>Type</b>	<b>Owner</b>
1530	Pass	John Strickland
1552	Pass	Christine David-Irby
1531	Pass	Earl Wells
1534	Pass	Ginny Rogers-Carver
1535	Pass	Ginny Rogers=Carver
	Key (Trailer Lot)	Todd Karpinski