

Bay Tree Lakes

Property Owners Association

Board Meeting Minutes

August 16, 2018

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 16, 2018.

Four Board members were present: Charles Atkinson, Billy McGavock, Junior Rideout and Troy Votaw. Bob Latham was unable to attend. POA Clerk Tish Herrmann and Assistant Secretary Hank Howell were also in attendance. Property owners in attendance were Elizabeth Gamble, Robert Gamble, Tim Dellinger, Ginny Ruark, Greg Ruark, Butch Conklin, Todd Karpinski, Tricia Switzer, Brenda Barnes, Larry Barnes, Phillip Warwick, Hank Purvis, Debbi Kettle, Tommy Hatcher, Joe Hulon, Lynn Rideout, Chet Bojanowski, Judy Hicks, Mickey Hicks, Phoebe McGavock, John Jones, Clark Valentiner, Kevin Keshler, Tammy Keshler, Janet Packer, Terry Packer, Christy Detwiler, Scott Detwiler and Lynn Walko.

President Atkinson called the meeting to order at 7:02 pm and welcomed all attendees. He then asked Hank Howell to provide the invocation.

Approval of Prior Meeting Minutes (July 19, 2018): Junior Rideout moved for approval of the July minutes as presented. Troy Votaw seconded. Unanimous affirmative vote by those present. The minutes of the monthly meetings will be posted on the BTL POA website, www.baytreecommunity.com. Junior Rideout then moved for approval of the minutes of the Executive Session held on July 19, 2018. Troy Votaw seconded. Unanimous affirmative vote by those present.

Approval of Prior Month's Financial Report (July 2018): Billy McGavock presented the report for July via email prior to the meeting, That report is attached herein as Exhibit B, and the most recent financial summary is shown below. A motion to approve the July report was made by Troy Votaw, seconded by Junior Rideout. Unanimous affirmative vote by those present.

Financials as of August 1, 2018:

BB&T Second Checking	\$ 75,990.70	(as of 7/27/18)
Southern Operations Checking	\$ 255,366.22	(as of 7/31/18)
Southern MM Savings	\$ 56,057.98	(as of 7/26/18)
TOTAL	\$ 387,414.90	
Loan Principal	\$ 506,772.26	(as of 7/27/18)

POA Clerk's Report (July 2018): The report was presented by Tish Herrmann, and is attached as Exhibit C. Motion to approve the report was made by Troy Votaw and seconded by Billy McGavock. Unanimous affirmative vote by those present.

Property Manager's Report (July/August): The report was produced by Jim Crayton and presented by Charles Atkinson. It is attached herein as Exhibit D. Motion to approve the report was made by Troy Votaw and seconded by Billy McGavock. Unanimous affirmative vote by those present.

Old Business:

Foreclosures/Liens of Properties. Mr. Atkinson informed the Board that reminder letters had been sent as appropriate. Efforts are under way to speed up the process of collecting back dues.

Steve Jones Sr. Memorial. Mr. Votaw proposed the wording that will appear on the plaque to be attached to the new flagpole across the road from the Clubhouse. A motion to approve the wording was made by Billy McGavock, seconded by Junior Rideout, and received unanimous approval by all those

present. That wording is as follows:

THIS FLAGPOLE STANDS AS A MEMORIAL TO
DANIEL STEPHEN JONES
DECEMBER 28, 1924 ~ OCTOBER 12, 2016
MR. JONES WAS THE PRINCIPAL DEVELOPER OF
BAY TREE LAKES.
A SPECIAL COMMUNITY LOVED BY ALL.

Bull Bay Bridge Repair Update. Mr. Atkinson reported that the repairs were completed sooner than expected, with minimum disruption to the community. The amount billed was reduced from that quoted to cover the cost of the required inspection.

Front Gate System Replacement. As reported in the Property Manager's report, the front gate system of Bay Tree Lakes suffered a total loss from lightning strikes during a storm in late June. At an Executive Session, the Board approved the contract with Southern Time to replace the total system. As of this meeting, all work is believed to have been completed with the lone exception of the unit which reads the stickers on the windshields. There are two different types of stickers. The unit planned could read only one type. The correct unit has now been ordered.

Labor Day Pig Pickin' Preparation. The BTL POA will be celebrating the Labor Day weekend with the annual Pig Pickin', to be held this year on September 1st, from 1:00 pm to 2:30 pm, at the Clubhouse. The meal will be catered by the Bay Tree Lakes Volunteer Fire Department. Reporting for Mr. Latham, Hank Howell explained that the meal will be a little bit different this year. All of the cooking, preparation and presentation will be done by fire department members and volunteers. In addition to the traditional barbecue and slaw, there will be roasted potatoes, green beans, banana pudding and peach cobbler.

New Business:

Redbird Land Corporation. To no one's surprise, the representative of Redbird Land Corporation, the current developer of Bay Tree Lakes, did not show. Mr. Atkinson reviewed the gist of his recent conversations with the developer. There is a lengthy list of items/issues that need to be addressed, but the two most current are 1) the developer suggests we not fix the broken gate but just keep it open; and 2) the developer apparently does not believe it is his responsibility to maintain the lawn and shrubbery up front outside the gate.

POA Member Comments: There were a larger than usual number of property owners in attendance at this meeting and they provided several comments and questions, primarily addressing the lack of grounds maintenance by the developer, particularly up front around the gate area, and around the lots and street sides owned by the developer. Suggestions included having the POA pay to have the developer's properties maintained and sending the bill to the developer. If he refuses to pay, then the POA could place a lien on his properties as it does for individual property owners that do not pay their debts to the POA.

On a slightly different issue, it was suggested the Board should consider involving the county with the developer over the flooding of the roads.

There being no further business, a motion to adjourn was made by Junior Rideout and seconded by Billy McGavock. The meeting was adjourned at 8:09 pm.

Respectfully Submitted,

Bob Latham, Secretary

Exhibit A

Bay Tree Lakes
Property Owners Association

Board of Directors Meeting Agenda

August 16, 2018

Call to Order and Welcome Members and Guests	Charles Atkinson
Invocation	Bob Latham
Approval of Prior Meeting Minutes (July 19, 2018) and Executive Session (July 19, 2019)	Bob Latham
Approval of Prior Months' Financial Report (July 2018)	Billy McGavock
POA Clerk's Report (July 2018)	Tish Herrmann
Property Manager's Report (July/August 2018)	Jim Crayton

Old Business:

1. Foreclosures/Liens of Properties	Bob Latham
2. Steve Jones, Sr. Memorial	Troy Votaw
3. Bull Bay Bridge Repair Update	Charles Atkinson
4. Front Gate System Replacement	Charles Atkinson
5. Labor Day Pig Pickin' Preparation	Bob Latham

New Business:

1. Redbird Land Corporation	Jack Carlisle
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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 2018

	TOTAL
	(\$)
INCOME	
Non-Profit Income	
Dues	52,157.10
Interest Paid by Members on Dues	127.92
Misc. Income	25,606.21
POA Lot Mowing	100.00
Pool	40.00
Total Non-Profit Income	78,031.23
Total INCOME	78,031.23
EXPENSES	
Building Cleaning	495.00
Building Fire Protection	75.00
Cost of Labor	
Certified Pool Operator	620.00
Clerk	600.00
Property Manager	1,000.00
Total Cost of Labor	2,220.00
Grounds	
General Landscape Work for POA	1,675.00
Total Grounds	1,675.00
Member Event	248.00
Office Expenses	
Bank Charges	129.43
BB&T Credit Card Payment	2,051.35
Telephone	410.87
Total Office Expenses	2,591.65
Repair & Maintenance	
Gate	871.98
Horsepen Lift	400.00
Pest Control	635.00
Total Repair & Maintenance	1,906.98
Southern Loan	10,287.38
Uncategorized Expense	134.00
Utilities	
Electricity	1,509.75
Sewer	75.20
Total Utilities	1,584.95

Total EXPENSES	21,083.96
NET OPERATING INCOME	56,947.27
OTHER INCOME – Interest Earned	6.91
NET INCOME	56,954.18

Exhibit C

Clerk's Report

From the Clerk

August 1, 2018

July 31, 2018	Outstanding Dues	\$44,507.35
July 31, 2018	Credit Balance	\$ 5,177.34

Lots Reported Sold in July 2018

Buyer	Lot	Home	Seller
Robert & Elizabeth Gamble	542	Harrells, NC	Steve Lewis

Transferred:

Amy Hudson	162/163	Harrells, NC	Eva Beatty
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Correction: Roy Sessoms bought lot 623, not 352.

Total Billable Lots 453.5

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Exhibit D

Property Mgr. Report July/August 2018 Preliminary

1. Due to gate problem there were no cards issued this month. However, I did issue two keys to the boat storage area.
2. I have had a sign made advising to leave lift out of water for the Horsepen lift. Just got it and will put it up when I get mobile again.
3. 17 grass letters this month which is the fewest since I have been sending them. Given the rain we have had this was a pleasant surprise.
4. I had the beach at the clubhouse tilled. This will likely be the last time this year however, given the rain no guarantees.
5. Main issue this month has been the front gates. Things moved pretty quickly after I got the go-ahead to begin installation. Our service company, Southern Time had staged the gates and other equipment with their tech in anticipation of an approval. The decision was then made to replace everything including all wiring resulting in the necessity to order additional parts, etc... From that point most of the delay was due to weather and not having a diagram of any kind showing where all the underground wiring was routed. We had to get a locator to help with this and discovered numerous buried junction boxes. As of this writing, my hope is to have everything complete by the end of the day Monday.(weather permitting). I also had the phone lines connected to the fiber optic box on the wall of the gatehouse. Previously, the phone wire came from the sales office and was frequently the pathway that the lightning followed. Hopefully this new routing will lessen the risk of this.
6. The new gate and policy at the burn pile seems to be working well. We just need to make sure everyone understands it.
7. Finally, as most of you know I am having back surgery on Monday (8/13) and I anticipate I will be out of action for several days afterward.