

Monthly Board of Directors Meeting August 11, 2009

The Bay Tree Property Owner's Association, Inc Board of Directors monthly meeting was held at the Club House on Tuesday August 11, 2009. The following Board Members were present: John Shaw, Charles Atkinson, Roy Dew, Charles Massey and Clark Valentiner. Others were Tish Herrmann, POA Clerk, Steve Lewis Property Manager and POA members, Jim Crayton, George Starke, Alfred Tyndell and Hank Webber.

President Charles Atkinson called the meeting to order at 7:00 pm at which time everyone was welcomed to the meeting. President Atkinson expressed his appreciation for everyone's attendance.

Secretary John Shaw gave the invocation.

President Atkinson distributed the agenda. (Attached as Exhibit A)

Approval of July 14, 2009 minutes (Attached as Exhibit B)

John Shaw presented the minutes. There were 2 corrections.

Approval of Financial Report (Attached as Exhibit C)

Treasure Valentiner presented the June financial report.

Property Manager's Report (Attached as Exhibit D)

Steve Lewis presented the monthly report.

Clerks Report (Attached as Exhibit E)

POA Clerk Tish Herrmann presented her monthly report.

Approval of Consent Items

In order to expedite the meeting, members reviewed all reports prior to the meeting. President Atkinson asks for any comments or questions regarding any of the reports. There being no other comments a motion was made by John Shaw seconded by Charles Massey to approve the reports as presented. The motion was unanimously approved.

POA Member's Concerns

The members were concerned about the grass in canal. Roy reported that 25 more carp was to be placed this week and that equipment could not be used to remove the grass because of the steep banks. The manual option is still open. There was also a question about gate access stickers for parents. Since there had not been a security recommendation John Shaw made a motion seconded by Row Dew to allow parents to have gate access stickers at a cost of \$35.00. The motion was unanimously approved. Those interested should see Steve Lewis the property Manager...

Business

1. Lake and Canal Issues:

a. President Atkinson reported that he contacted the Fayetteville office of the NCDENR to discuss the water levels at Bay Tree. He was told by Mr. Turlington from that office that he and Kim Garvey with the Army Corps of Engineers visited Bay Tree. He stated that their findings were as follows:

- There were not violations.
- That Bay Tree lake has 400 to 500 more acres of surface area than White Lake and therefore evaporation volumes are greater.
- Bay Tree has more vegetation surrounding the lake and would lose more due to the up take by the vegetation.
- Long term effect of the drought and its effect on a decreasing aquifer.
- There have been no hurricanes or tropical storms in the last 5 years.
- The cumulative effect of all this is affecting the lake level.

b. Charles Massey reported that he did contact the Park Superintendent. Who stated that there had been some research but he had not heard any findings. Charles asked him to review the irrigation that was going on the large farm on the back side of the lake.

4. Policies:

a. The Architectural Study Committee reported that they had one meeting and were making progress but it would take some time.

5. Buildings and Grounds Issues:

a. The Property Manager reported that the play ground had been tilled.

b. The Property Manager stated that he had reviewed the center hand rail project and recommended that it be tabled because there was not sufficient support to secure the rail.

c. Charles Atkinson ask the Property Manager look at a total plan for the recreation and exercise room and bring it back the Board.

d. Steve and Roy reported that the restrooms in the Cabana were being maintained in better shape.

6. Security Issues:

- a. Dennis Ford provided some cost estimates on security measures for the trailer storage area. After discussion by the Board a motion was made by Roy Dew seconded by John Shaw that three lights, three security cameras and a building be purchased and installed. The building will house equipment and provided much need storage.
- b. The Corporation approved gates for 2 locations and they have been installed.

7. Up Coming Special Events Status Report:

- a. The Bay Tree Lake Volunteer Fire Department will again this year provide the Labor Day pig picking. Charles Atkinson is to get letter to Tish for mailing.

8. Executive Session:

A motion was made by John Shaw seconded by Charles Massey to go in to executive session to discuss personnel issues and potential legal issues. There was no action taken.

8. Adjourn:

With there being no other business, a motion was made by Clark seconded by Charles Massey that we adjourn. Motion carried. Adjournment was at 9:02pm.

Respectfully submitted,
John Shaw
Secretary
Bay Tree POA

Exhibit A
BAY TREE LAKES
PROPERTY OWNERS ASSOICATION

BOARD OF DIRECTORS MEETING
TUESDAY, August 11, 2009

Call to Order and Welcome

Charles Atkinson

Invocation

John Shaw

Presentation of Consent Agenda Items:

1. Prior meeting's minutes (July 14, 2009)
2. Treasurer's Report (Month of July 2009)
3. Property Manager's Report
4. Clerk's Report

John Shaw
Clark Valentiner
Roy Dew/ Steve Lewis
Tish Herrmann

POA Member's Concerns

Business

1. Lake and Canal Issues

Report on conversations with NCDENR and USGS
Report on conversations with Park Superintendent
Status on grass in canals

Charles Atkinson
Charles Massey

2. Policies

- a. Report on Architectural Committee's policy review

George Starke

3. Buildings and Grounds Issues

Roy Dew/ Steve Lewis

1. Play ground sand (Project status)
2. Recreation Room Recommendations and estimates
3. Hand rail for Clubhouse front steps (status)
4. Cleaning of cabana and restrooms

4. Security Issues

- a. Discussion of potential security measures for storage area
- b. Gate installations at NC 41 and behind Corporation Office

Dennis Ford
Roy Dew/Steve Lewis
Steve Lewis

Up Coming Special Events

- a. Labor Day Pig Pickin'

BTLVFD

Executive Session: Immediately following board meeting to discuss personnel issues and potential legal issues

Adjournment

Exhibit C
 Bay Tree Lakes Property Owners Association
 Profit & Loss
 July 2009

Total

Income

Non-Profit Income	
Dues	25,220.18
Gate Access	570.00
Mowing Income	520.00
Rental	400.00
Roads	10,008.00
Total Non-Profit Income	36,718.18

Total Income \$36,718.18

Expenses

Building cleaning	364.00
Cost of Labor	
Clerk	500.00
Guard	1,260.00
Property Manager	750.00
Total Cost of Labor	2,510.00

Funds transfer 5,230.00

Grounds	5,144.22
Mowing & cleaning	945.00
Total Grounds	6,089.22

Legal & Professional Fees	725.00
Meals and Entertainment	151.84
Member Event	1,341.28

Office Expenses

Bank Charges	60.95
Telephone/Internet	213.78
Web site	20.00
Total Office Expenses	294.73

Repair & Maintenance

Boat Lift	378.24
Total Repair & Maintenance	378.24

Utilities	
Electricity	860.37
Water/Sewer	129.53
Total Utilities	989.90
Total Expenses	\$18,074.21
Net Operating Income	\$18,643.97
Other Expenses	
Miscellaneous	2,932.89
Total Other Expenses	\$2,932.89
Net Other Income	\$ -2,932.89
Net Income	\$15,711.08

Exhibit D
Property Managers Report
July 2009

Clubhouse:

- * Purchased janitorial supplies
- * Replaced door handle to the door to the porch.

Mowing:

- * Completed the lot mowing survey, another survey will began in the middle of August.

Canals:

- * Ordered 25 grass carp to be placed in the Spring Branch canal, delivery expected Aug. 12th, or 13th.
- * Checked on labor to remove grass from Spring Branch canal. It is available upon request.

Trailer Storage :

- * Someone has a boat trailer stored that has not been registered. It also does not have an axial or wheels

Entrance Gates:

* The gate arms had to be removed as a result of a lose of electrical power to the gate house. The gate house power is still supplied from the office as temporary electrical service as a result of the gate house construction not finished. This temporary wire was burned into causing the gates to be out of service for two days. Lake Creek Corp. seems to have NO interest in completing this project it has been over two and half years since they started the gate house project and is still not completed.

* Purchased gates to be installed behind the office area.

Exhibit E
Clerk's Report
August 11, 2009

Billing July 1, 2009

Dues:	\$54,747.00 (434.5 lots)
Interest	527.19
Outstanding	<u>17,532.59</u>
Total	\$72,806. 78

Outstanding Balance July 31, 2009	\$32,706.44
Credit Balance July 31, 2009	\$ 6,554.55

Lot Reported Sold July, 2009

<u>Buyer</u>	<u>Lot</u>	<u>Home</u>	<u>Seller</u>
James Malphrus	82	Smithfield, NC	Roy Dew