

Monthly Board of Directors Meeting April 21, 2009

The Bay Tree Property Owner's Association, Inc Board of Directors monthly meeting was held at the Club House on Tuesday April 21, 2009. The following Board Members were present: John Shaw, Charles Massey, Charles Atkinson, Clark Valentiner and Roy Dew. Others were Tish Herrmann, POA Clerk, POA members George Starke and Dennis Ford.

President John Shaw called the meeting to order at 7:05 pm at which time everyone was welcomed to the meeting. President Shaw expressed his appreciation for everyone's attendance.

President Shaw requested Charles Massey to give the invocation.

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

Approval of March 10, 2009 minutes (Attached as Exhibit B)

Charles Massey presented the minutes. There were no corrections.

Approval of Financial Report (Attached as Exhibit C)

Charles Atkinson presented the March financial report.

Property Manager's Report (Attached as Exhibit D)

Roy Dew 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 Shaw asks for any comments or questions regarding any of the reports Treasurer Atkinson suggested that the Board consider prepaying the loan by \$10,000 each quarter if the income allows. This would go to principal. The Board will consider at the May meeting.

Board Member Dew reported that the drainage grates installation would start this week. A motion was made by Charles Atkinson seconded by Charles Massey to reimburse the two POA Members who had paid for their own and since the Board was paying for the others it was only fair to repay them. The motion was unanimously approved.

There being no other comments a motion was made by Charles Atkinson seconded by Charles Massey to approve the reports as presented. The motion was unanimously approved.

Old Business

A. Election of Officers:

Roy Dew made a motion that the following officers be elected: Charles Atkinson President, Charles Massey Vice President, John Shaw Secretary, Clark Valentiner Treasure and Roy Dew Member at Large. There being no other nominations President Shaw called for a motion that the officers be elected by acclamation. Motion was made by Roy Dew, seconded by Charles Atkinson. The motion was unanimously approved. The new officers will take over at the next meeting on May 12, 2009.

B. Update on Accounting:

There has not been any activity since last meeting.

C. Goose Update:

Member Dew reported that he has meet with the USDA represented and has filed an application to reduce the Geese population and believes that we are looking at June. He also reported that a POA member called the NC Wildlife about our egg addling. The Game Warden stopped the addling until he saw our permit. Shaw was to get with the Warden Wednesday morning and provide the permit.

D. New Attorney:

A motion was made by Charles Massey seconded by Charles Atkinson to use The Johnson Law Firm to represent the POA. The motion was unanimously approved. Lesley Johnson has agreed to help with collection efforts by writing the 3rd letter for \$50.00 and would negotiate a fee for filing a lien.

New Business:

A. Front Steps:

Vice President Massey advised the Board that he has received complaints and noticed that members are having problems using the front steps and he felt that we need a center rail. Board Member Dew said he would get some cost estimates and report back to the Board.

B. Lot Beautification:

Letters need to be written to some POA members that are not conforming to restrictions. Charles Atkinson is to draft a policy for the Board to review.

C. Other Items:

A motion was made by Charles Atkinson seconded by Charles Massey to purchase 2 lateral file cabinets for Roy Dew to keep records in the Guard house. The motion was unanimously approved.

Roy Dew reported that a contractor had done some damage to our new road. Charles Massey voiced concerned and thought a letter should be written.

Roy Dew brought a request for a second card by a property owner. The Board reviewed the gate security policy and a motion by Charles Atkinson and seconded by Charles Massey that it not be changed. The motion was unanimously approved. The written request will be included in the meeting file.

Charles Massey reminded the Board that there were several issues that were brought up at annual meeting that needed addressing: Work on recreation room. Sand around equipment at the play ground. Discuss the concerns of the land lock members with the Cooperation.

George Starke the Web Master ask if we needed to have two dog policies. After discussion the Board decided that the County policy would supersede Bay Trees. A motion was made by Charles Atkinson seconded by Charles Massey that we adopt the County policy. The motion was unanimously approved.

An email was received concerning setback lines and construction issues. Roy Dew was ask to carry it to the Corporation and the Building Committee.

Executive Session:

There were no items.

Adjourn:

With there being no other business, a motion was made by Roy Dew seconded by Charles Massey that we adjourn. Motion carried. Adjournment was at 8:30pm.

Respectfully submitted,
John Shaw
Secretary
Bay Tree POA

Exhibit A
POA Board Meeting
April 21, 2009

Welcome-----John Shaw
Invocation-----Charles Massey
Consent Agenda Items & Discussion
 Minutes March 10, 2008
 Treasurer's Report
 Property Manager's Report
 Clerk's Report

Old Business

1. Election Of Officers-----John Shaw
2. Update On Accounting-----Charles Atkinson
3. Goose Up Date-----Roy Dew
4. Erosion Control-----Roy Dew
5. New Attorney-----Charles Atkinson

New Business:

1. Club House Steps-----Charles Massey
2. Lot Beautification-----John Shaw

Exutive Session:

Adjourn:

Treasurer's Report

Exhibit C

Bay Tree Lakes Property Owners Association
Profit & Loss
March 2009

Income	
Non-Profit Income	
Dues	2,268.68
Gate Access	305.00
Key Deposit	15.00

Misc. Income	845.89
Rental	600.00
Roads	1,188.00
Total Non-Profit Income	5,222.57
Total Income	\$5,222.57
Expenses	
Building cleaning	144.00
Building fire protection	75.00
Cost of Labor	
Clerk	500.00
Property Manager	750.00
Total Cost of Labor	1,250.00
Funds transfer	10,460.00
Grounds	
Mowing & cleaning	300.00
Total Grounds	300.00
Legal & Professional Fees	199.38
Office Expenses	
Bank Charges	8.95
Postage	12.32
Quick Books Online	24.95
Telephone/Internet	211.39
Web site	40.00
Total Office Expenses	297.61

Repair & Maintenance	4,167.87
Canals	939.86
Clubhouse	247.31
Total Repair & Maintenance	5,355.04
Trailer storage facility	115.83
Utilities	
Electricity	521.14
Water/Sewer	269.76
Total Utilities	790.90
Total Expenses	\$18,987.76
Net Operating Income	\$ -13,765.19
Net Income	\$ -13,765.19

Exhibit D
Property Managers Report For April 2009

Clubhouse:

1. Floors cleaned and refinished
2. Beach & Playground cleaned and raked
3. Replaced screen on the porch
4. Switched the sliding door at the east end of the clubhouse with a door from the recreation room.

Cabana:

1. Replaced belts on exhaust fans
2. Area cleaned and wash down
3. Water line burst during the winter was repaired

Streets:

1. Storm drains with grates have been installed, have scheduled the sod to be installed around the grates.

Clerk's Report

Exhibit E

May 12, 2009

Dues:

Outstanding Balance April 30, 2009: \$26,572.64

Credit Balance April 30, 2009: \$11,126.46

Lots Reported Sold April 2009

Buyer

Don & Pam Jordan

Lot No.

49

Home

Clinton, NC

Seller

Mike Williams

Amalgamation

Amalgamation papers have been received from Charles Kight. Lots 565 and 566 will now be billed as one lot.