

# *Bay Tree Lakes*

## *Property Owners Association*

### **Board Meeting Minutes**

**May 18, 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, May 18, 2017.

All five board members were present: Charles Atkinson, Bob Latham, Billy McGavock, Junior Rideout, and Troy Votaw. POA Clerk Tish Herrman and Property manager Jim Crayton were also in attendance. Property owners in attendance were Elizabeth Gamble, Rob Gamble, Mick Robeson, Maryellen Robeson, Brenda Barnes, Debbi Kettle, Greg Ruark, Ginny Ruark, Tim Dellinger, Jeane Dellinger, Janet Packer, and Terry Packer.

President Charles Atkinson called the meeting to order at 7:04 pm and welcomed all attendees. He then asked Bob Latham to provide the invocation.

**Approval of Prior Meeting Minutes (April 20, 2017):** A motion to approve the minutes of the April monthly meeting was made by Junior Rideout and seconded by Troy Votaw. 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 (April 2017):** Billy Mc

Gavock presented the report for April, which is attached herein as Exhibit B, and the financial summary shown below. A motion to approve that report was made by Charles Atkinson, seconded by Troy Votaw. Unanimous affirmative vote by those present.

Financials as of April 30, 2017:

BB&T Operations Checking	\$ 4798.58	(as of 4/28/17)
BB&T Second Checking	\$ 44,021.73	(as of 4/28/17)

Southern Operations Checking	\$ 170,000.00	(as of 4/30/17)
Southern Checking	\$ 6,664.80	(as of 4/30/17)
Southern MM Savings	\$ 55,953.03	(as of 4/28/17)
TOTAL	\$ 281,438.14	
Loan Principal	\$ 653,091.74	(as of 4/02/17)

**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 Charles Atkinson and seconded by Junior Rideout. Unanimous affirmative vote by those present.

**Property Manager's Report (April/May):** 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. Jim asked for help in setting up chairs at the pool on Friday morning. Several people in attendance agreed to help.

**Old Business:**

- Foreclosures/Liens of Properties.** Mr. Latham reported that the Lien letter sent to Mr Walsh could not be delivered (perhaps wrong address), but Mr. Walsh called our clerk and promised to pay the amount due. Payment, however has not been received. It was agreed that we would wait until next Wednesday before proceeding again with a Lien. There were no changes in the status of other attorney issues.
- Drainage on South Horsepen.** Mr. Atkinson reported that he 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.
- Horsepen Boat Lift Repair.** See the Property Manager's Report
- Steve Jones Sr. Memorial.** Troy Votaw reported that he is waiting for some wording for the memorial from Steve Jones Jr.
- Yard Debris and Grass Clipping Policy.** Tabled this item until the Board can

discuss.

### **New Business:**

- Target Shooting Safety.** Jim Crayton was directed to negotiate a price from Mr. Jones to have Red move dirt from the burn pile to increase the height of the shooting berm.
- Speed Bump Reflectors.** Jim Crayton will follow up on this issue.
- Speed Display Sign.** Jim Crayton will see if a sign can be borrowed or rented. King Rental in Fayetteville may be a source.
- Community Cleanup Day.** Debbie Kettle reported that she has several people signed up for road cleanup but needs volunteers for cleanup of the canals.

### **POA Member Comments:**

Jeanne Dellinger asked the Board to support an initiative to provide movies at the pool on Friday nights during the summer. She provided a list of equipment needed and estimated cost. The initiative was favorably received. Troy Votaw made a motion to support the project and it was seconded by Billy McGavock. Unanimous affirmative vote of those present. Jim Crayton volunteered to assist Jeanne in getting the needed equipment.

Brenda Barnes reported that Ricky Price had agreed to provide T Shirts for the upcoming fishing contest.

There being no further business, a motion to adjourn was made by Junior Rideout and seconded by Troy Votaw. The meeting was adjourned at 7:45.

Respectfully Submitted,

Bob Latham, Secretary

# Exhibit A

## Board of Directors Meeting Agenda

May 18, 2017

Call to order and welcome members and guests Charles Atkinson

Invocation Bob Latham

Approval of prior meeting minutes Bob Latham

Approval of prior month's financial report Billy McGavock

POA Clerk's report (April 2017) Tish Herrmann

Property Manager's report Jim Crayton

### Old Business:

- Foreclosures/Liens of Properties Bob Latham
- Drainage on South Horsepen Charles Atkinson
- Horsepen Boat Lift Repair Jim Crayton
- Steve Jones Sr. Memorial Troy Votaw
- Yard Debris and Grass Clipping Policy Charles Atkinson

### New Business

- Target Shooting Safety Jim Crayton
- Speed Bump Reflectors Jim Crayton
- Speed Display Sign Jim Crayton
- Community Cleanup Day Debbie Kettle

### 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 that individual comments will be limited to three (3) minutes.

## **Exhibit B**

### **Bay Tree Lakes Property Owners Association** **Profit and Loss – April 2017**

	<b>TOTAL</b>
	(\$)
INCOME	
Deposit	3/850.00
Non-Profit Income	
Contractor Code	500.00
Debris Charge	750.00
Dues	52,886.00
Gate Access	375.00
Interest Paid by Members on Dues	445.01
Total Non-Profit Income	54,956.01
<b>Total INCOME</b>	<b>58,806.01</b>
EXPENSES	
Legal & Professional Fees	4,589.50
Office Expenses	
Bank Charges	4,517.63
Telephone	340.20
Total Office Expenses	4,857.83
Utilities	
Electricity	947.51
Sewer	150.40
Water	35.28
Total Utilities	1,113.19
<b>Total EXPENSES</b>	<b>10,580.52</b>
NET OPERATING INCOME	49,225.49
OTHER INCOME – Interest Earned	7.82
<b>NET INCOME</b>	<b>48,233.31</b>

**Exhibit C**

**Clerk's Report**

From the Clerk

**May 1, 2017**

April 30, 2017	Outstanding Dues	\$54,714.76
April 30, 2017	Credit Balance	\$ 8,036.09

**Lots Reported Sold in April 2017**

<b>Buyer</b>	<b>Lot</b>	<b>Home</b>	<b>Seller</b>
John & Judy Gomes	173	Hope Mills NC	Wells Fargo Mortgage
Halrty Inv., LLC	600	Stedman NC	James Gregory
Redbird Land Co., LLC	PHIV2	Harrells NC	David King
John & Virginia Rogers	PHIV3	Middleburg FL	David King

**Total Billable Lots      455.5**

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## Exhibit D

### Property Mgr. report for April/May 2017

- Issued several new cards and stickers #s will be attached to final
- Completed painting project of main boat lift.
- Completed cylinder installation and other repairs to Horsepen lift. It is now fully operational. Will be replacing a few pieces of fence rail and deck boards in coming week. The cradle part of the lift shows considerable rust and I am having it pressure washed this week in order to examine it more closely. Hopefully a couple of coats of paint will solve the problem. Will advise.
- Have ordered pool inspection which will be completed this week. We plan to have the pool ready for the upcoming week-end barring any unforeseen inspection issues. Donovan has assured me we are ready. Had to order a new "rules sign" to replace the one damaged in the hurricane. We are required to post one at each entrance. Made this one out of aluminum so it should hold up better than the previous one.
- Sent 73 "grass" letters this month and most have complied. Received a lot of phone calls some of which claim ignorance of the 1<sup>st</sup> of the month inspection date. I have done my best to communicate this to the landscapers also.
- Replaced a shower valve in the cabana. (\$54) It had frozen and cracked over the winter.
- We have had a number of failures at the entrance gates over the last few weeks and last Friday night we got hit by lightning again. The main motherboard got hit again. Sunday afternoon the gate failed completely. The technician came today and discovered the problem. A replacement has been ordered (\$1840 for the board alone) and it will be installed tomorrow (Tue). We will not know until then if there was any damage between the board and the office computer.
- I am working with our landscaper to establish a good schedule for the "extra" things he does. Things like the boat ramps and bridge approaches which may not need cutting every visit.
- I have spoken with Lee Hauser and he has assured me that he is ready to be our DJ for the Memorial Day Pool Party which will be Saturday, May 27<sup>th</sup> from 7:00-10:00 PM. Reminder that there will be no meal or refreshments at this event.
- Additional reminder that the fire department is holding it's 20<sup>th</sup> Anniversary celebration on Saturday, May 27<sup>th</sup> also at the fire department.