

**Bayberry Cove Property Owners' Association**  
**Homeowners' Meeting Minutes**  
March 26, 2014

**I. Persons in Attendance**

- |  |                                    |
|--|------------------------------------|
| <b>A. President:</b> Todd Breeding     | <b>D. Secretary:</b> Laura Fleming |
| <b>B. Vice-President:</b> James Rivoir | <b>E. Carol Martins</b>            |
| <b>C. Treasurer:</b> Brooke Gordon     | <b>F. Homeowners (6)</b>           |

**II. Call-to-Order:** Todd Breeding, President (7:19 p.m.)

**III. Homeowners' Forum:** (7:19 p.m.)

- A. Noted that water pressure seems to have changed within the past year in some homes; pressure varies greatly from very low to as high as 67psi's in one home; call City if you are experiencing water pressure problems; some hot-water heater problems may result from excessively high pressure
- B. Concern that traffic light timing at main entrance does not allow sufficient time to leave Bayberry Cove on Rabey Farm Rd. and make left turn onto Shoulders Hill; red light runners coming down Shoulders Hill continue to be a problem; Secretary will contact Suffolk Traffic Engineers to resolve timing issue
- C. Suggested that effort be made to remind renters that they are welcome to attend Association meetings and encourage them to become involved in community events; Board wishes to make it known that all residents are welcome to participate in the effort to improve the quality of life here in Bayberry Cove
- D. Suggested the need to ensure that renters as well as owners receive all important mailings such as By-Laws changes at their Bayberry Cove address
- E. Question asked as to the kind of impact a high number of rentals will have on homeowners residing in Bayberry Cove
- F. Concern that not all residents are following new By-Law about trashcan location
- G. Concern about impact of sex offender residing in neighborhood
- H. Observed that speed still continues to be a problem throughout Bayberry Cove, especially on Rabey Farm Rd.
- I. **Homeowners' Forum Closed** (7:45 p.m.)

**IV. Board Meeting Opened** (7:45 p.m.)

**A. Reading of Minutes**

1. Minutes read by President from December 18, 2013 meeting with two date corrections
2. Approved and adopted as read

**B. Treasurer's Report**

1. Report given by Treasurer; items included : cash, operating reserves, replacement reserves, CD investments, petty cash, total assets
2. Approved and adopted as read

**C. President's Report**

1. Door-to-door collection of proxies no longer done
2. Proxies can be mailed in, faxed, left in Board member's mailbox, given to neighbor attending the meeting

**D. Grounds Committee**

1. Fence needs attention in several areas
2. Notices will be sent to all residents whose property abuts the fence to alert them that Board members will be inspecting the fence during the spring

**E. Social Committee(none)**

**F. Architectural Review Committee**

1. Homeowner wishes to complete work as indicated in approved ARC application submitted earlier
2. City provided guidelines to one resident about shed location???????

**G. Manager's Report**

1. BMP approved drainage calculations still needed; Secretary will get with Vico Developers and Tim Kelley with City of Suffolk
2. Solitude Lakes has submitted a proposal to fix erosion problem in one BMP; someone has been dumping grass clippings in the pond thus causing erosion problems; homeowner doing this must pay for cleanup and pond repairs; Manager will solicit other bids/proposals
3. One (1) tree missing along Bob White; Manager will contact landscaper to replace tree
4. Petty cash in process of being replenished to total \$1,204.05

**H. Unfinished Business**

1. New Bayberry Cove Face Book Page - will be created and administered by Courtney Wallace; Board very grateful to Courtney for her involvement
2. She has many great ideas that will allow residents to advertise and interact in other ways; Courtney is eager to help bring Bayberry Cove into the 21<sup>st</sup> Century and hopes you will "like" the page

**I. New Business**

1. Board approved and adopted motion to create another position on the Board
2. New position is "Director of Neighborhood Relations"; Whitney Moore will fill position; Board welcomes her with open arms
3. Whitney will also chair much needed and important Social Committee; she is very very energetic and wants to breathe new life into the committee
4. Board strongly encourages everyone in Bayberry Cove to support her efforts; it was great to see some former hard-working, dedicated Social Committee members throw their support behind her; however, we still need volunteers because there is much to do; your involvement does not have to be full-time; any support you give will be appreciated
5. Board is considering moving date of Annual Meeting from a winter month to a warmer month and possibly combining with a Social Committee Event; Manager will research feasibility of the move, considering its impact on Board terms and contract terms

**J. Board Meeting Adjourned (8:28 p.m.)**

**V. Homeowners' Forum Re-Opened (8:30 p.m.)**

- A. No new concerns or major input
- B. Homeowners' Forum Closed (8:30 p.m.)

**VI. Executive Session (8:34 p.m.)**

**A. Topic(s) Discussed**

1. State and Federal Tax forms were filed by CPA

2. President signed forms on behalf of Association; no taxes owed  
B. Executive Session Closed (8:36 p.m.)

VII. Meeting Adjourned (8:36 p.m.)

Next Board Meeting: 7:00 p.m. Tuesday, June 17, 2014 at the UPA Office, 5849 Harbor View Blvd. Suite 200, Suffolk, VA 23435 (Konikoff Building across from Rose and Womble)

Todd Breeding  
(Todd Breeding, President)

Date 4/21/15

Laura Fleming  
(Laura Fleming, Secretary)

Date 4/21/15