

Bayberry Cove Property Owners' Association
Homeowners' Meeting Minutes
June 18, 2013

I. Persons in Attendance

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| A. President: Todd Breeding | E. Member-At-Large: Carol Martins |
| B. Vice-President: James Rivoir | F. Manager: Qiana Solomon |
| C. Treasurer: Brooke Gordon | G. Homeowners: 2 |
| D. Secretary: Laura Fleming | |

II. Call-to-Order: Todd Breeding, President (7:04) p.m.)

III. Homeowners' Forum: (7:04 p.m.)

- A. Suffolk City Police Officer Rowland spoke to Board**
 - 1. Gave update on status of police in patrols in Bay Berry Cove
 - 2. Possible drug distribution by resident
 - 3. Kid riding on skateboard attached to rear of vehicle
 - 4. Stepped up patrols in neighborhood; issued several parking tickets
 - 5. Monitoring speeding in Bayberry Cove
- B. Concerns of residents**
 - 1. Loud noises coming from adjoining development on Bob White
 - 2. Trucks (semis) prohibited on Pughsville but still travel on the road posing danger to bikers, pedestrians and smaller vehicles
- C. Kudos to Bayberry Cove residents for landscaping projects, especially along Sheryl Lyn and Rabey Farm**
- D. Homeowners' Forum Closed** (7:25 p.m.)

IV. Board Meeting Opened (7:25 p.m.)

- A. Reading of Minutes**
 - 1. Minutes from April 16, 2013 meeting read by Secretary
 - 2. Approved and adopted as read
- B. Treasurer's Report**
 - 1. Report given by Treasurer
 - 2. Open date and closing date for CD's appears in Manager's Financial Report in Board Package for June 2013
 - 3. Problem with Petty Cash procedures yet resolved; Board agreed that Treasurer will hold all receipts until end of fiscal year; Manager and Treasurer will meet to resolve Petty Cash issues and update Petty Cash reimbursement process
 - 4. Report approved as read
- C. President's Report**
 - 1. Some properties need maintaining; unkept lawn with excessive weeds and lack of trimming of grass along sidewalks, houses with lots of mildew continue to blight community
 - 2. Noted that landscaper cleaned weeds out of playground
 - 3. Reminded Board it is time for annual playground inspection; several minor repairs needed on playground

4. Noted that rental units in Bayberry Cove are very high; suggested that Board try again to educate owners on the need for rentals cap

D. Grounds Committee

1. Concern about condition of some areas of perimeter fence; Board requested that manager secure someone to repair two specified areas
2. One dead tree on Bob White; will replace in fall

E. Social Committee

1. Annual garage sale was very successful
2. Proposed to have two garage sales per year (spring and fall)
3. Volunteers needed for Social Committee

F. Architectural Review Committee

1. Three (3) applications received
2. Status of applications: one approved, one pending, one to be discussed during Executive Session

G. Manager's Report (read by President)

1. Provided package to Board which included for month ending May 31, 2013 financial report, delinquencies, resales, violations log, bids and contracts received, homes for sale and rentals, requests for external modifications when applicable
2. Two (2) resale packages
3. Manager asked Board for approval to proceed on present course in order to turn BMPs over

to the City of Suffolk

4. Weekly inspections done
5. Manager reminded Board that a reserve study is required every three (3) to five (5) years; Board opted to wait for five (5) years which will be in 2015 due to high cost and desire to complete their five (5) year recovery plan
6. Board approved wording for trash can and yard upkeep guidelines; new guidelines will become effective spring of 2014; Manager will send notification to homeowners after the resolution has been recorded with the City of Suffolk
7. All contracts and bids current

H. Unfinished Business

1. City inspected BMPs and found small issues; Manager will instruct Solitude Lake Management to fix the problems
2. Board will provide a list of questions to Manager to ask City agents in reference to City takeover of the BMPs in an effort to expedite the process

I. New Business (none)

J. Board Meeting Adjourned (8:41 p.m.)

V. Homeowners' Forum Re-Opened (8:41 p.m.)

A. No Additional Concerns

B. Homeowners' Forum Closed (8:41 p.m.)

VI. Executive Session (8:44 p.m.)

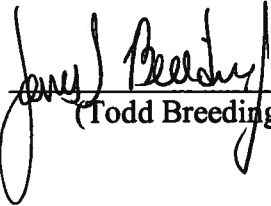
A. Topics Discussed

1. ARB application

B. Executive Session Closed (8:56 p.m.)

VII. Meeting Adjourned (8:56 p.m.)

Next Board Meeting: 7:00 p.m. Tuesday, August 20, 2013 at the UPA Office, 5849 Harbor View Blvd. Suite200, Suffolk, VA 23435 (Konikoff Building across from Rose and Womble)



(Todd Breeding, President)

Date 8/20/2013



(Laura Fleming, Secretary)

Date 8/20/13