

Bayberry Cove Property Owners' Association

Meeting Minute November 9, 2010

- I. Persons in attendance
 - A. President: Todd Breeding
 - B. Vice President: James Rivoir
 - C. Scott Ramsey
 - D. Secretary: Laura Fleming
 - E. Property Manager: Pamela Dasilva
 - F. Homeowners (5)

- II. Opening of meeting – Todd Breeding President (7:09 p.m.)

- III. Homeowners' forum (7:09 p.m.)
 - A. Concerns / request for info
 1. Q. What is the driving force behind the concept of limiting rentals in BBC?
 - A. When the percentage of rentals in a development reaches a certain level, banks are not as willing to lend money for mortgages because they consider it to be a high risk; owners may find it difficult to sell homes; Board is also aware of the needs of military families; referendum will be included on ballot at next Annual Meeting to allow homeowners to decide path Board should take
 2. Q. What is the process to get homeowners to comply with by-laws?
 - A. There is a multi-step process which includes informing homeowners in writing of the violation(s), holding a Tribunal before the Board, and ultimately placing a lien on homeowners property in BBC.
 - Q. What is the repercussion for repeat violations?
 - A. Presently there is no repercussion(s) set in place, however Board is pursuing establishment of consequences for repetitive by-law offenses
 3. Q. What about the parking of boats and trailers?
 - A. The by-laws give specifics for housing/parking boats and trailers on homeowners' properties; the parking of boats and trailers on the street is subject to the laws of the City of Suffolk, however some concern has been brought before the Board about the parking of boats and trailers on the street.
 4. Q. Why is the Board considering allowing golf carts in community?
 - A. As stated in the minutes for September 14, 2010, the Board is investigating ways to "promote stronger sense of community;" Board is aware of some possible safety issues; speeding along Rabey Farm Road and golf carts could be a deadly mixture; this is just one option being considered; ultimately it will be left up to the homeowners to decide via a referendum placed on the ballot at the upcoming Annual Meeting.
 5. Q. Why is there a need to change the present by-laws regarding the pitch of roofs on on storage sheds?
 - A. It has been brought to the Board's attention that with the present wording of the by-laws, a variety of roof pitches resulting in unpleasant appearance throughout BBC, so the change would due to aesthetics only.
 6. Q. What is the present "architectural review" process?
 - A. Requests for changes to exteriors of homes are to be sent to the Board in the form of an application along with any other important information about the change/project; the application can be downloaded from the BBC Website; two members will review the application; if there is a major concern, the entire Board reviews the application;

once the application is received and barring any major concerns, a response is given to the request; this is done in a timely manner/as soon as possible.

7. Q. Do homeowners get a copy of the budget?
 - A. The property manager mails a copy of the approved budget to each homeowner; so
- B. Observation: More homeowners are bagging grass and clippings which makes the neighborhood yards look a lot better
- C. Homeowners' forum closed (7:56 p.m.)

IV. Board meeting called to order (7:56 p.m.)

- A. Reading of minutes (7:57 p.m.)

Minutes read by secretary; moved and seconded to approve minutes as read with amendment
- B. Treasurer's report (8:04 p.m.) -
 1. Treasurer read balance sheet for all expenditures and income
 2. Noted that Operating Reserves and Replacement Reserves did not balance
 3. Explanation - error in earlier records
 4. Need receipts from Halloween Event in order to refund monies to purchasers
 5. Moved and seconded to accept report
- C. President's report (8:08 p.m.)
 1. President continues to work on health problem with trees along Bob White
 2. Kids playing in park and near BMP's observed; some may be from adjoining areas
- D. Manager's report (8:11 p.m.)
 1. Landscaper core aerated and seeded common areas
 2. Landscaper wants to replace ten (10) boxwood bushes at entrance; would only charge Association for cost of plants; no cost for labor; money will come from Operating Reserves
 3. Manager presented picture of sign on which to post important info at entrances for consideration by Board; Board would like to consider others due to high cost (\$450) for pair
- E. Social Committee report (8:16 p.m.)

Halloween Event went off well; many positive comments made by homeowners in attendance; 59 individuals signed in
- E. Unfinished Business (8:21 p.m.) - none
- F. New Business (8:21 p.m.) - none
- G. Board meeting adjourned (7:21 p.m.)

V. Homeowners' Forum Reopened (8:22 p.m.)

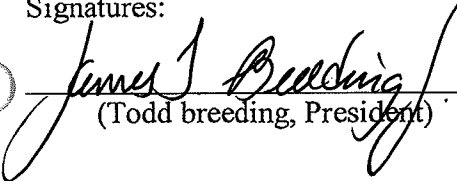
- A. Board urged homeowners present to get involved and become Board member (still without a full Slate of officers) or join committees; presently only a very few are involved yet homeowners seem to want improvements in quality of life in BBC and have a laundry of things on their "wish list"
- B. What happened to BBC newsletter? Former editor was involved in many activities in BBC and Became "burned out" and it was costly to mail; Board would like to see it published again if there are volunteers
- C. Homeowners' Forum closed (8:26 p.m.)

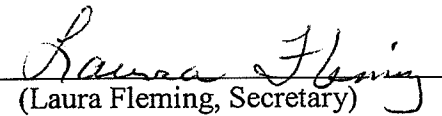
VI. Executive Session (7:40 p.m.)

- A. Be sure to place line for homeowners' e-mail address on proxies for upcoming Annual Homeowners' Meeting
- B. 2011 Budget
 - 1. Major changes in **final budget analysis / proposal** include 2% increase in Management Fee
4% increase in Maintenance to Lake Expenses
 - 2. Moved and seconded to approve 2011 Budget; unanimous approval
- C. Board discussed with Manager procedure for moving money from Reserve Accounts to invest in CD's; can money be moved anywhere the Board desires; how is this movement to be documented; procedure would involve Treasurer getting copy of the transaction and including it in Treasurer's Report; Manager will explore and determine what percentage to invest vs what amount to keep on hand, then get with Vice-President and Treasurer to develop investment plan
- D. Manager will provide plan for dealing with repeat offenders violating by-laws
- E. Manager will provide wording for "golf cart" and "renters" referendums on proxies for Annual Homeowners' Meeting
- F. Letters need to go out soon for the Annual Meeting and proxies
- G. Executive session adjourned (9:03 p.m.)

Next Annual Homeowners' Meeting: 7:00 p.m. Tuesday, January 11, 2011 at Believer's Church, 4500 Peek Trail, Chesapeake, VA. 23321 (just off Portsmouth Blvd. / turn by Chuck E Cheese's; go round the curve; continue until you see the church on the right)

Signatures:

 2/22/2011
(Todd Breeding, President) (Date)

 2/22/11
(Laura Fleming, Secretary) (Date)