

Bayberry Cove Property Owners' Association
Homeowners' Meeting Minutes

December 18, 2014
2013 JAF

I. Persons in Attendance

- | | |
|---------------------------------|-----------------------------|
| A. President: Todd Breeding | D. Secretary: Laura Fleming |
| B. Vice-President: James Rivoir | E. Carol Martins |
| C. Treasurer: Brooke Gordon | F. Homeowners (2) |

II. Call-to-Order: Todd Breeding, President (7:01 p.m.)

III. Homeowners' Forum: (7:01 p.m.)

- A. Officer Allen of the Suffolk Police Department spoke at meeting; stated that in nearby community home invasions are on the rise by kicking in doors; please call Suffolk Police if you "think" or suspect something suspicious; better to call and there not be a problem than to not call and have a crime committed; crime minimal in Bayberry Cove except for continued speeding throughout the neighborhood.
- B. Most houses in the development are 12 years or older and problems with "builder-quality" hot water heaters, skylights, etc. are appearing; most are at or past their life-expectancy; leaks from hot water heaters installed in attics can cause significant damage
- C. **Homeowners' Forum Closed** (7:11 p.m.)

IV. Board Meeting Opened (7:11 p.m.)

A. Reading of Minutes

1. Minutes from October 15, 2013 meeting read by Secretary with minor editing / typos
2. Approved and adopted as read

B. Treasurer's Report

1. Report given by Treasurer; read from "Financial Statement Balance Sheet - Current Assets" ending October 31, 2013 in treasurer's report; approved and adopted as read
2. Manager will advise UPA Comptroller to reimburse petty cash back to \$1,200.00 as of January 1, 2014

C. President's Report

1. Observed several trailers parked in driveways as opposed to being parked in the back or behind the front face of the house if under 26 feet
2. Please refer to Bylaws for specific requirements

D. Grounds Committee

1. Landscaper needs to replace several trees along fenced perimeter --
2. Playground has been cleaned of debris
3. Storage shed in common area near playground needs to be power-washed

E. Social Committee

1. No Halloween event due to lack of volunteers
2. Volunteers greatly needed for Social Committee to become active again

F. Architectural Review Committee

1. One application received to replace sliding glass door
2. Approved

G. Manager's Report

1. Budget received by UPA and accepted by both parties
2. Increased dues to \$111.00 per quarter in order to be in line with Reserve Study requirements
3. \$9.23 per unit per month means no increase for UPA Management Services in 2014
4. New resident at 149 Rabey Farm Road
5. Western Branch Lawn and Garden Landscapes has done outstanding job; Board agreed to renew contract for February 2014 through February 2016
6. All contracts and bids current

H. Unfinished Business

1. Solitude Lake inspectors want to re-inspect both BMPs by February 2014 and send updated proposal for BMP care
2. President wants to know if other homeowner associations have used engineers to help transfer BMP management to the City of Suffolk; secretary will get with City Manager about "lost plats"
3. Annual Meeting January 22, 2014 at 7:00 p.m.; Board members will not canvas community to collect proxies; if quorum is not met, meeting will be rescheduled; please take time to either mail in proxies or place in a Board member's mailbox

I. New Business (none)

J. Board Meeting Adjourned (7:57 p.m.)

V. Homeowners' Forum Re-Opened (7:57 p.m.)

- A. No new concerns or input

B. Homeowners' Forum Closed (7:57 p.m.)

VI. Executive Session (7:57 p.m.)

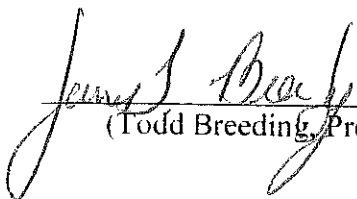
A. Topic(s) Discussed

1. Collections

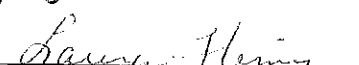
B. Executive Session Closed (8:02 p.m.)

VII. Meeting Adjourned (8:02 p.m.)

Next Board Meeting: 7:00 p.m. Tuesday, January 22, 2014 at Believers Church, 4500 Peak Trail, Chesapeake, Va. 23321


(Todd Breeding, President)

Date ~~3/26/2014~~

2014-JRM
3/26/2015 ✓

(Laura Fleming, Secretary)

Date 3/26/14