

Bayberry Cove Property Owners' Association

Meeting Minutes

January 8, 2008

- I. Persons in attendance
 - A. President, Robert Garrott
 - B. Vice-President: Janine DeMello
 - C. Secretary: Laura Fleming
 - D. Several Homeowners

- II. Opening of meeting – Robert Garrott (7:14 p.m.)

- III. Homeowners' forum (7:14 p.m.)
 - A. Concerns:
 - Unleashed dogs still posing problems; Board approves Property Manager consulting with Association attorney in reference to the correct procedure for dealing with this issue
 - B. It was noted that the Board has **NOT** sent any letters or other forms of communication to any homeowner or resident approving violations of dog leash laws

- IV. Board meeting called to order (7:45 p.m.)
 - A. Reading of minutes from December 11th meeting (7:45 p.m.)
 - 1. Discussion of minutes
 - 2. Motioned, seconded and approved as amended
 - B. Treasurer's report (8:08 p.m.)
 - 1. Given by Manager A.D. White
 - 2. Manager also requested that the Board tell him the amount that the Board wants to transfer from Operating Reserves to Replacement Reserves
 - 3. Motioned, seconded and approved to accept the treasurer's report
 - C. Communications Committee report (8:20 p.m.)
 - 1. Newsletter articles due to editor by Sunday, December 16th
 - 2. Last newsletter to be written by Laura Fleming; requested need for others to step up; she's willing to assist with newsletter
 - D. President's report (8:22 p.m.)
 - 1. Encouraged homeowners present to sign proxies in effort to change quorum requirements
 - 2. Wishes to get a pool of candidates to get on ballot
 - E. Grounds committee report (8:25 p.m.)
 - 1. Rope that secured lid to one trash container was removed and lid was damaged
 - 2. Daydream Landscaper has renewed license and provided proof of insurance; needs to generate quote next year before current contract expires
 - 3. Board President will write letter to UPA about specific vendors and procedures for removing from list of approved vendors those who do poor quality work
 - F. Manager's report (8:29 p.m.)
 - 1. Provided general information of delinquencies
 - 2. Noted that most homeowners in compliance with bylaws and upkeep of property based on recent inspections
 - 3. BMP's generally in good condition; homeowners need to make sure they do not dispose of trash or debris in areas
 - 4. Motioned, seconded and approved to accept the manager's report
 - G. Social committee report (8:47) - none

- H. Architectural Review Board report (8:47 p.m.) - none
- I. Unfinished business (8:48 p.m.)
 - 1. Concern arose about whether or not the Board should seek to have a full audit of Association finances; if who, when and by whom
 - 2. Discussion of matter
 - 3. Motioned, seconded and approved that it was not necessary to do full audit, but to secure CPA firm of Des Roches and Company to prepare taxes for 2007
- J. New business (8:53 p.m.)
Collection of funds for Carol Martins by Board members and concerned residents in attendance; funds given to Janine DeMello (for card initially and other appropriate items later)
- K. Board meeting adjourned (8:56 p.m.)

V. Homeowners' forum reopened (8:56 p.m.) – no additional concerns

VI. Executive session (8:56 p.m.) – none

VII. Meeting adjourned at (8:57 p.m.)

Next Board Meeting: 7:00 p.m. Tuesday, February 12, 2008 at the UPA Office, 6550 Town Point Road, Suite 113, Suffolk, VA 23435

Meeting Minutes Signed:

Robert Garrott, President	Date	Laura Fleming	Date
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