

Bayberry Cove Property Owners' Association

Meeting Minutes

August 14, 2007

- I. Persons in attendance
 - A. President, Robert Garrott
 - B. Vice-President: Janine DeMello
 - C. Secretary: Laura Fleming
 - D. Treasurer: Carol Martins
 - E. Member-at-Large: Todd Breeding

- II. Opening of meeting – Robert Garrott (7:05 p.m.)

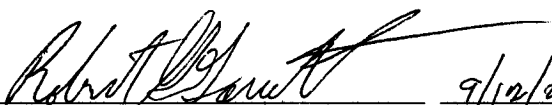
- III. Homeowners' forum (7:07 p.m.) – concerns
 - A. Procedure for expediting reimbursements to Social Committee members
 - B. Insure that a draft of minutes for monthly meetings are posted on website
 - C. Business logos on trucks
 - D. Grass clippings left on street and sidewalk

- IV. Board meeting called to order (7:17 p.m.)
 - A. Reading of minutes from July 10th meeting (7:17 p.m.)
 1. Discussion of minutes
 2. Motioned , seconded and passed to approve reading of minutes
 3. Board voted approval with no amendments / corrections
 - B. Treasurer's report (7:22 p.m.)
 1. Treasurer would like to see a change to the part of the monthly financial report under "Accounts Payable Check Register." Anytime a check is dispensed to the treasurer to replace money in the Petty Cash Fund, she would like it to read "Replaced to petty cash," as was done in the past, rather than indicate a check was given to her personally. On the last report it stated "check given one (1) time to Carol Martins."
 2. It was moved and seconded to give \$500.00 cash to Robert Garrot, Board president, for reimbursement to committee members. He is to be responsible for giving a report of disbursement to the Board along with receipts for verification. The amount is to be a line-item in the next budget
 3. Much effort is put into maintenance of Bayberry Cove, as expenditures indicate
 4. Board needs to conduct a review of absent owners and rental properties in order to update who's actually residing in each Bayberry Cove dwelling
 5. It was moved, seconded and passed to accept the treasurer's report
 - C. Grounds committee report (7:45 p.m.)
 1. Committee waiting to review all bids for fence repairs
 2. Recommended that same paint / stain be used as originally used
 3. Observed by homeowner that playground is frequented by non-residents after 10 p.m. and creates problems; Board recommends that homeowners call police
 4. Bees continue to be a problem on playground
 5. Post diggers needed to install posts for playground rules signs
 6. Vandalism at large park; swing seat broken again, but was replaced by a homeowner
 7. Homeowners' Association can give Suffolk Police Department power of attorney to police park and speeders
 8. Lights at entrance are functioning, except one

9. Property manager will check to see if Dominion VA. Power will provide power for lights at entrance as a safety feature
- D. Communications Committee report (8:09 p.m.)
 1. Proxy insert will go into the next newsletter
 2. In process of collecting proxies for Annual Meeting, February 12th, so by-laws can be changed from 50% to 20% as quorum for holding such meetings
 - E. Social Committee report (8:15 p.m.)
 1. Ice cream social scheduled for August 25th in park
 2. More money needs to be allocated for Social Committee events; members are personally funding much of the event activities and not being reimbursed
 - F. Manager's report (8:25 p.m.)
 1. Provided general information of delinquencies and concerns about finances
 2. Two (2) bids received for fence repairs
 3. Three (3) bids received to repaint house numbers on curbs
 4. Three (3) property inspections conducted since last meeting with focus on flower beds and algae on buildings
 5. Maintenance – Present landscaper doing better than previous landscaper with weeding and mulch
 6. Two (2) new homeowners moved in
 7. It was moved, seconded and passed to accept the manager's report
 - G. Architectural Review Board report (8:36 p.m.)
 1. One new application
 2. Three (3) previous applications – no decisions reported
 - H. Unfinished business (8:40 p.m.)
 1. Grounds Committee will meet about fence repairs and painting of house numbers on curbs and make recommendations to the Board
 2. Payment for playground sand pending
 - I. New business (8:55 p.m.) – none
 - J. Board meeting adjourned (8:55 p.m.)
- V. Homeowners' forum (8:55 p.m.) – concerns
- Will the Grounds Committee review all bids for fence repairs and curb paintings and make recommendations to the Board? Answer is "Yes"
- VI. Executive session results
- A. Moved, seconded and passed to issue variance for motorcycle tent with stipulation that it be maintained in excellent condition; variance is for that motorcycle and that house; variance cannot be conveyed to subsequent homeowners
 - B. Moved, seconded and passed that the Property Manager send a letter to a homeowner stating that the Board appreciates homeowner moving truck from blocking the sidewalk
 - C. Meeting adjourned at 9:41 p.m.

Next Board Meeting: 7:00 p.m. Tuesday, September 11, 2007 at the UPA Office, 6550 Town Point Road, Suite 113, Suffolk, VA 23435

Meeting Minutes Signed:


 Robert Garrett, President 9/12/2007
 Date


 Laura Fleming 9/12/07
 Date