

**BAYSHORE SKI & RACQUET CLUB  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING-OPEN SESSION  
December 8, 2018**

**DIRECTORS PRESENT:** Ron Zurek (President), Lisa Conticelli (Vice-President) and Carole Hurst (Vice-President/Treasurer). Please note: Ron Zurek attended the meeting via FaceTime video conference call.

**DIRECTORS ABSENT:** Gary Marquez (Vice-President/Secretary) and Joe Inzalaco (Vice-President)

**HOMEOWNERS PRESENT:** None present

**PROPERTY MANAGERS:** Mindy & Kevin Vermilion, Email: [bayshoreskihoa@gmail.com](mailto:bayshoreskihoa@gmail.com), Tel: (909) 866-1524, Fax: (909) 866-4074, Mailing address: PO Box 1217, Big Bear Lake, CA 92315.

- I. **Call to Order:** Ron Zurek called the open session meeting of the Bayshore Ski & Racquet Club Homeowners Association to order at 10:05 a.m., Saturday October 20, 2018 at Bayshore Ski & Racquet Club Condo 749-A, Big Bear Lake CA 92315.
- II. **Welcome and Introductions:** All in attendance were self-introduced and welcomed.
- III. **Approval of Minutes of the October 20, 2018 Meeting(s):** Approval of the minutes deferred to January, as there is not a quorum of Directors present at the October meeting to approve the minutes.
- IV. **Manager's Report:** Report submitted and read by Mindy Vermilion. Copy of the Manager's Report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy. Highlights of the Manager's Report are:

4/28/18	Roof rafters-All lower rafter beams are complete. Upper story rafter beams are currently being addressed.	
	5/19: Project continues as time allows	
	6/23: Other higher priority projects are underway. Rafters will be addressed again as time allows.	Pending
4/28/18	Bridge to tennis courts and bridge adjacent to north pool area- Replacement of bridges to begin week of May 14 <sup>th</sup> by HOA maintenance staff. Project budget \$3,400.00	
	5/19: Other projects took priority. Bridge projects to be addressed in June.	
	6/23: The bridge adjacent to the north pool area began on 6/11	
	7/21: The bridge adjacent to the north pool was completed as of 6/23. Bridge to tennis courts start date-pending.	
	10/20: Bridge to tennis courts deferred to 2019.	Deferred to 2019
12/8/18	Motion to approve purchase of four skylight replacement caps for approximately \$1200.00 made by Carole Hurst, second by Lisa Conticelli. Vote: 3-0, approved. Installation to be scheduled according to weather & safe roof availability. Owners will be notified accordingly.	Open

- V. **Landscaping Report:** Verbal report given by Carole Hurst. Highlights of the Landscape Report are:  
(A.) The landscaping is appropriately dormant for the season. There is some tree trimming upcoming in the winter/early spring. A budget for the tree trimming has already been allotted in the amount of \$1200.00  
(B.) Fall Cleanup-The feedback for the fall cleanup by Stalcup is more time and a larger budget will need to be allotted for next year. Stalcup was not able to clean as much of the property as originally

expected, the focus was on the southwest corner and driveway entrances. The Bayshore maintenance staff will continue to clean leaves/pine needles & clear gutters as weather and snow allow through the spring.

- VI. Architectural & Property Report:** Verbal report given by Lisa Conticelli. Copy of the Architectural report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy.

(A.) Violations: From this year's list of 16 violations, as of 12/8 one deck remains in violation.

Mindy Vermilion will follow up with Homeowner and advise the Board at the next meeting.

(B.) Requests: No new requests at this time.

- VII. Treasurer's Report:** Treasurer's Report submitted by Carole Hurst and Ron Zurek.

Carole Hurst read & summarized her Treasurer's report. Ron Zurek also read & summarized his report. Ron Zurek asked Carole Hurst to make corrections to her report and re-submit a final copy to be kept on file.

- VIII. Old Business:**

(A.) 2018 Projects & Expenses:

1. Reserve Projects:

5/19/18	Building Maintenance	Building 699: Cost breakdown provided for Board review.	
	5/19	Motion to approve funds in the amount of \$2898.00 for building 699 maintenance made by Lisa Conticelli, second by Gary Marquez. Vote: 4-0, approved.	
	5/19	Mindy Vermilion to bring cost breakdowns for buildings 681, 737 & 767 in June	
	6/23	Cost estimates for buildings 681, 699, 737 & 767 reviewed & discussed. Motion to approve building maintenance, beginning with building 737 first made by Carole Hurst, second by Joe Inzalaco. Vote: 3-0, approved.	
	7/21	Discussion held regarding the status of the project; Mindy Vermilion to bring bids for this project to the August meeting.	
	8/18	Bids for building maintenance and improvements to be reviewed and discussed in the Executive Session.	
	9/22	Bayshore maintenance staff will complete the siding & flashing to the front of building 737 with Gary Marquez as advisor. Major siding to be deferred to 2019.	
	10/20	Wood maintenance & painting by Bayshore maintenance staff is underway.	
	12/8	Wood maintenance projects complete.	Complete
	12/8	Some painting on front porches and small touch up areas remain and will be addressed as weather allows.	Open/Ongoing
4/28/18	Seamless Gutters	Buildings to be addressed this year: 681, 699, 737, 767	
	10/20	Bid provided for discussion during the Executive Session	
	12/8	Seamless gutters completed on 11/5-11/7	Complete
4/28/18	Bridges	Projects to begin week of May 14 <sup>th</sup> ; see also Manager's Report.	
	5/19	Project rescheduled to June due to other higher priority projects.	
	6/23	Bridge adjacent to north pool began 6/11	Complete

	7/21, 8/18, 10/22	Bridge adjacent to tennis courts-see also Manager's Report.	Deferred to 2019
4/28/18	Roof Rafters	Project underway; see also Manager's Report.	Ongoing

2. Parking Lot Project: Carole Hurst will be the Committee Chairperson for the parking lot project. Homeowners wishing to join this committee, please contact Mindy Vermilion.

5/19: Carole Hurst to meet with contractors and collect information to present to the Board. Further update in June.

6/23: Update given by Chairperson Carole Hurst; New bid by IPS provided. Bids by IPS, Roman's Construction and Mile High review and discussed in addition to drainage issues. Project discussion table to July with further information to be collected & presented by Carole Hurst.

7/21: Carole Hurst gave a summary of bids and recommendations. Discussion held; Motion NOT to slurry seal the parking lot made by Joe Inzalaco, second by Gary Marquez. Vote: 3-2, Slurry seal bid denied. Carole Hurst to bring more information in August.

8/18: Carole Hurst reviewed the information provided by IPS, Inc and answered questions from other Directors from the July meeting. The parking lot project will continue to be funded and reviewed. No further action taken at this time.

(B.) 2019 Board of Directors Election, Candidate Statements and Ballots-Update: Ballots are scheduled to be issued to the membership on December 15<sup>th</sup>, due back to Haven Management on January 10, 2019. There are four candidates for three seats available this year.

IX. New Business: None.

X. Emergency Items Not on the Agenda: None

XI. Homeowner's Presentations and Comments: *(Agenda Policy SB 528 - Open Meeting Act - The Board is no longer able to discuss or take action on any item that is not on the scheduled Agenda. The Board requests that any owner that would like a matter placed on the Agenda for review that you provide your request in writing to the management company at least ten (10) days prior to the meeting.)*

XII. Property and Association Issues Not On Agenda (In Executive Session Book):

(A.) Correspondence: None

(B.) Legislation: None

XIII. Next Meeting of Board of Directors: 9 a.m., Saturday January 19, 2019-Weather permitting. Location: Nottingham's Tavern (Upstairs) 40797 Big Bear Blvd, Big Bear Lake CA 92315. **Homeowners are encouraged to attend. Please RSVP your attendance to Mindy Vermilion no later than January 14, 2019. (818) 489-4511 or [bayshoreskihoa@gmail.com](mailto:bayshoreskihoa@gmail.com)**

For the most up-to-date meeting and Association information, please refer to the community bulletin board (located next to the center trash enclosure) or the Association website: [www.bayshorehoa.org](http://www.bayshorehoa.org)

XIV. Motion to Adjourn: Motion made to adjourn the Open Session at 11:24 a.m. by Lisa Conticelli, second by Carole Hurst. Vote: 3-0, approved.

Respectfully submitted by:

Mindy Vermilion, Recording Secretary