

**BAYSHORE SKI & RACQUET CLUB  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING-OPEN SESSION  
July 18, 2020**

**DIRECTORS PRESENT:** Ron Zurek (President), Solomiya Pyatkovska (Vice-President/Treasurer), Keith Downs (Vice-President/Secretary), Shelley Silver (Vice-President/Director at Large) and Steve Bandich (Vice-President/Director at Large)

**DIRECTORS ABSENT:** None

**HOMEOWNERS PRESENT:** Natalie Glenar, Michelle Castleberry

**PROPERTY MANAGERS:** Mindy Vermilion, Email: [bayshoreskihoa@gmail.com](mailto:bayshoreskihoa@gmail.com), Tel: (818) 489-4511, Fax: (909) 866-4074, Mailing address: PO Box 1224, 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 10:09 a.m., Saturday July 18, 2020 via Zoom video / telephone conference call.
- II. **Welcome and Introductions:** All in attendance were self-introduced and welcomed.
- III. **Approval of Minutes of the June 20, 2020 Meeting:** Motion to approve the minutes as presented made by Keith Downs, second by Shelley Silver. Vote: 5-0, approved.
- 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.	
	6/23/18: Other higher priority projects are underway. Rafters will be addressed again as time allows.	
	10/19/19: Due to other higher priority projects this year, roof rafter beams will be deferred to 2020.	
	1/18/2020: Due to Worker's Compensation limits, lack of safety equipment and limited maintenance staff, this project is on hold indefinitely. Mindy Vermilion to bring a bid from a licensed contractor for Board consideration.	
	6/20/20: Bid from John Pfifer, licensed general contractor to be discussed later in the meeting.	
	7/18: Projects scheduled to begin the week of August 3 <sup>rd</sup> . Homeowners will be notified.	Open
7/20/19	Paint bids: Mindy Vermilion to bring bids from painting contractors to the August meeting for discussion.	
	8/17: Three paint bids provided for Board review and discussion in the Executive Session.	
	9/28: Painting deferred to 2020 due to budget constraints	
	6/20/20: Paint bids to be discussed later in the meeting.	
	7/18: Painting project scheduled to begin the week of August 3 <sup>rd</sup> . Homeowners will be notified.	Open
1/22/2020	Drainage issues reported in the southwest area of the parking lot. Mindy Vermilion is taking photos to discuss with IPS Paving before the slurry.	Open – To be addressed as weather allows
4/18/2020	Pools/Spas CLOSED – Reopening and startup for the summer season pending approval by the San Bernardino County Health Department due to COVID-19.	

	5/16: Per discussion with the Board, the pools/spas/tennis courts will remain CLOSED pending approval and guidelines to open by the San Bernardino County Health Department.	
	6/20: Reopening guidelines and plan to reopen to be discussed later in the meeting.	
	7/18: COVID-19 Pool rules, disinfection schedule and modified hours of operation approved by the Board in an emergency executive session on 6/27/20. Guidelines and rules posted at both pool locations.	Open
5/16	Per correspondence with IPS Paving, the parking lot slurry is tentatively scheduled for June. Homeowners and tenants will be notified accordingly.	
	6/20: 90% of the parking lot slurry was completed on 6/10. Broken water lines repaired by DWP at the south entrance was completed on 6/11 and slurry of the remaining area will be scheduled ASAP.	
	7/18: Remaining portion of slurry coat scheduled for July 30 <sup>th</sup> . Homeowners will be notified.	Open

V. **Landscaping Report:** Verbal report given by Keith Downs.

**Requests:**

**681-B:** Trim tree branches off the back deck to keep away from patio furniture umbrella. Maintenance to do.

**681-B:** Request to add landscaping in front of the unit. Request form and photos provided.

Discussion held; Motion to approve as presented in spring of 2021, no later than 6/30/21.

Maintenance to ensure the proper irrigation is provided. Motion to approve request made by Shelley Silver, second by Steve Bandich. Vote: 5-0, approved.

VI. **Architectural & Property Report:**

**Requests:**

**767-D:** Request for extension of time to complete deck paint notice due to COVID-19. Extension of time approved through October 31, 2020.

**693-C:** Request to repair steps between the back decks. Maintenance made a quick repair to ensure safety. Homeowner is satisfied and does not see any further repairs to be necessary. CC & R's to be reviewed regarding responsibility of the Homeowner vs the Association for further discussion in August.

**Violations / Notices:**

(A.) Small list of notices to be sent to Homeowners for back deck repairs and paint. Due date for compliance – August 31<sup>st</sup>. At the time of the meeting two of five decks are complete.

VII. **Treasurer's Report:** Report submitted & read by Solomiya Pyatkovska. Discussion held; Report on file with Manager Mindy Vermilion and available to Homeowners upon request.

VIII. **Old Business:**

(A.) Wells Fargo Accounts Opening: Final signature card forms sent by Wells Fargo for Director signatures. Account numbers assigned, checks to be ordered and funds transferred in the coming weeks.

(B.) Projects and Expenses 2020: Budgets for Reserve and Operating projects updated and provided for Board review. Most of the operating projects have come in under budget so far. Expenditures will continue to be closely reviewed and the budgets will be updated.

**Painting:** Project scheduled to begin the week of August 3<sup>rd</sup>. Homeowners will be notified.

**Roofs:** Project scheduled to begin in fall. Exact date TBD, Homeowners will be notified.

**Woodpecker and Roof Rafter Beam Repairs:** Project scheduled to begin the week of August 3<sup>rd</sup>, Homeowners will be notified.

**IX. New Business:**

(A.) Contracts & Proposals: None.

(B.) New Lease Agreement, HOA-Owned Condo 749-C: New Lease Agreement signed for a one-year term beginning August 15, 2021 – August 31, 2021.

(C.) Charcoal BBQ's: Current fire restrictions from the City of Big Bear Lake Fire Department reviewed and discussed. Mindy Vermilion will follow up with the Fire Dept. for clarification. Findings will be shared with Homeowners via the HOA newsletter.

**X. Emergency Items Not on the Agenda:**

COVID-19 restrictions may dictate pool closures in the future. The Association will continue to follow State guidelines regarding public pools.

**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.)*

Michelle Castleberry: Request to plant more flowers in front of her unit next spring at her own cost. Mindy Vermilion will send a request form and the approved plantings list to be completed and approved prior to planting.

Mark McLaughlin: Via text message received by Mindy Vermilion, Homeowner's list of requests read aloud to the Board. The Board is requesting the Homeowner to request these items to be agenda items for open discussion by the Board.

**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:** 10:00 a.m., August 15, 2020. Location: Due to COVID-19 restrictions, monthly HOA meetings will be held via video / telephone conference call. Homeowners will be notified of instructions to join the monthly meetings. **Homeowners are encouraged to attend.**

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 to adjourn the Open Session at 12:26 p.m. made by Solomiya Pyatkovska, second by Shelley Silver. Vote: 5-0, adjourned.

Respectfully submitted by:

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Mindy Vermilion, Recording Secretary

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Keith Downs, Association Secretary