

**BAYSHORE SKI & RACQUET CLUB
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING-OPEN SESSION
July 20, 2019**

DIRECTORS PRESENT: Ron Zurek (President), Carole Hurst (Vice-President/Treasurer) and Keith Downs (Vice-President/Secretary)

DIRECTORS ABSENT: Lisa Conticelli (Vice-President) and Joe Inzalaco (Vice-President)

HOMEOWNERS PRESENT: Nancy & Rick Maben

PROPERTY MANAGERS: Mindy Vermilion, Email: 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 10:04 a.m., Saturday July 20, 2019 at Bayshore Ski & Racquet Club South Pool Area, Big Bear Lake CA 92315.
- II. **Welcome and Introductions:** All in attendance were self-introduced and welcomed.
- III. **Approval of Minutes of the June 22, 2019 Meeting:** Motion to approve the minutes as submitted made by Keith Downs, second by Carole Hurst. Vote: 3-0, 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:

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| 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. | Pending |
| 4/20/19 | The south spa needs plaster. Bids to be collected & discussed at the May meeting. | |
| | 5/25: Two plaster bids collected, to be discussed in the Executive Session. | |
| | 6/22: Three plaster bids collected, to be discussed in the Executive Session. | |
| | 7/20: Plaster project completed on 7/8. | Complete |
| 7/20 | New heater installed at the south spa on 7/11. | Complete |
| 7/20 | Paint bids: Mindy Vermilion to bring bids from painting contractors to the August meeting for discussion. | Pending |

- V. **Landscaping Report:** Verbal report given by Carole Hurst.
Some new plantings purchased and planted this month for a total cost of \$65.00. Requesting to spend an additional \$120.00 for three yellow shrubs to be planted at the north entrance – request approved.

Request from Homeowner 737-C to plant a lilac bush off the front patio denied. Request to trim the willow bushes for a better view of the lake discussed. Bid from Stalcup will be provided to the Board at the August meeting for consideration, pending budget allowance.

- VI. **Architectural & Property Report:** Lisa Conticelli not present; see Manager's Report.
(A.) Requests:

1. – Homeowner 711-B submitted a request to replace his back deck with the approved Trex material; Request approved.

(B). Violations: 26 Notices were sent on June 7th with a deadline of August 31st. At the time of the meeting, seven notices have been satisfied.

VII. Treasurer's Report: Operational and Reserve expenditures report submitted by Carole Hurst. Discussion held; reports are on file with Manager Mindy Vermilion & available to Homeowners upon request.

VIII. Old Business:

(A.) 2019 Projects and Expenses-Project Updates:

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| 2/23/19 | Roofs | Bid obtained from Mike Jordan Roofing for Board review. At this time there is one building with an active roof leak (669) with four other buildings identified as needing roof replacement as soon as possible. Discussion held; further investigation into the status of all the roofs by professional contractors to be obtained, with material bids to include asphalt shingles as well as a metal alternative. | |
| | 4/20 | Proposals by MJ Roofing and Beckett Roofing provided, reviewed & discussed. Further information to be collected and discussed in May. | |
| | 5/25 | Revised bids for repair and replacement provided by Beckett Roofing to be discussed and approved in the Executive Session. CertainTeed Landmark Solaris, Heather Blend (ID #0668-0123) and non-vented method selected by Board members present. Mindy Vermilion will schedule with Beckett Roofing ASAP. Notice to Homeowners will be issued accordingly. | |
| | 6/22 | Re-roofing of building 669 began on 6/18, Homeowners were notified. Projected timeframe to complete is 10 working days. David Beckett strongly recommended adding venting to prevent rotten substructure problems in the future and offered to do the venting to building 669 at no extra charge. Motion to approve venting at no extra charge made by Carole Hurst, second by Keith Downs. Vote: 3-1, approved. Building 749 will be addressed next; schedule and notification pending. | Project Underway |
| | 7/20 | Building 669 completed 7/17, building 711 repair completed 7/17. Due to predicted thunderstorms, building 749 to begin 7/29, homeowners will again be notified. | |
| 4/20/19 | Parking Lot | Revised contract provided, reviewed & discussed. Carole Hurst will follow up with IPS Paving for revisions to the contract and scheduling. To be further discussed in May. | |
| | 5/25 | Contract finalized and sent to IPS on 4/30/19. Required paperwork and insurance provided by IPS and on file. Project scheduled for June 10-12, notification to Homeowners, tenants and rental agencies will be provided by Managers ASAP. | |
| | 6/22 | Due to low overnight temps in the high 30's / low 40's, IPS delayed the project to July 22-24. Homeowners, tenants and rental agencies have been notified. | |
| | 7/20 | Project confirmed for 7/22-7/24, notices posted on all doors on 7/19, parking lot will be cautioned off the evening of 7/21. Mindy Vermilion will address any remaining vehicles early morning 7/22. Irrigation has been turned off through the course of the project, all | Pending |

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| | | utility companies have marked their lines, and the grass / sprinklers have been marked. | |
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IX. New Business:

(A.) Management Transition – Q & A with Paul Steffen, Wheeler Steffen Property Management: The bank accounts are now open, some dues were received by Haven Management and will be transferred to Wheeler Steffen Property Management – this issue should be cleared up by the end of the month and the Worker’s Comp audit has been completed without lapse in coverage. Items still needing to be provided by Haven Management include the General Ledger and 1099’s for 2018 through present, Homeowner AR statement through June 2019 and copies of the most current bank statements. Ron Zurek will assist in obtaining these items from Haven Management.

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.)* None.

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 a.m., Saturday August 17, 2019. Location: Bayshore Ski & Racquet Club South Pool Area, weather permitting. An alternate location TBD if inclement weather occurs. **Homeowners are encouraged to attend.**

Due to scheduling conflicts, the September meeting has been changed to September 28, 2019.

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

XIV. Motion to Adjourn: Motion to adjourn the Open Session at 11:50 a.m. made by Carole Hurst, second by Keith Downs. Vote: 3-0, adjourned.

Respectfully submitted by:

Mindy Vermilion, Recording Secretary