

**BAYSHORE SKI & RACQUET CLUB  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING-OPEN SESSION  
July 21, 2018**

**DIRECTORS PRESENT:** Ron Zurek (President), Joe Inzalaco (Vice-President), Carole Hurst (Vice-President/Treasurer), Gary Marquez (Vice-President/Secretary) and Lisa Conticelli (Vice-President)

**DIRECTORS ABSENT:** None

**HOMEOWNERS PRESENT:** Jack Stone, Marilyn & Lynn Cooper

**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 10:04 a.m., Saturday July 21, 2018 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 May 19, 2018 and June 23, 2018 Meeting(s):**  
May 19, 2018: Motion to approve the Minutes as presented made by Gary Marquez, second by Lisa Conticelli. Vote: 4-0-1, approved. Joe Inzalaco abstains due to his absence at the meeting.  
June 23, 2018: Motion to approve the Minutes as presented made by Carole Hurst, second by Joe Inzalaco. Vote: 3-0-2, approved. Gary Marquez and Lisa Conticelli abstain due to their absence at the meeting.
- 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	Drainage culvert has been identified to be HOA property. Managers to bring bids to the May meeting for cleaning out of debris, trees, etc.	
	5/19: Tabled to June	
	6/23: Mindy Vermilion presented a bid from Estrada's Construction to remove & haul away debris. Further investigation & information to be brought to the July meeting.	
	7/21: Mindy Vermilion obtained a copy of the tract map from the San Bernardino County Records Dept. The tract map was reviewed by the Board of Directors; no further action to be taken at this time.	Closed
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 6/25. Bridge to tennis courts start date-pending.	Partially Completed
4/28/18	Irrigation repairs & startup to begin week of 4/30 per Stalcup	
	5/15: Startup complete	Complete
	5/19: Valve repairs to be addressed	Pending
	7/21: Price for valve replacements provided by Director Joe Inzalaco. Three (3) valves to be purchased for approximately \$267.15 & sent to Mindy Vermilion for installation by Stalcup Landscaping.	Pending
7/21/18	North & South Pool Heaters: Heaters to be serviced and flushed, followed by a bypass valve to be installed by Eagle Mtn Plumbing for future regular maintenance. Suggestion by Director Joe Inzalaco to install a scale inhibitor to be researched & further addressed in the August meeting.	Total: \$840 Managers to schedule
7/21/18	HOA Rental Unit: Carpet in the downstairs bedroom has a strong pet urine smell that did not come out with the carpet cleaning & deodorizing. Carpet replacement bids provided; Proposal from Carpet Barn in the amount of \$391 approved.	Total: \$391 Managers to schedule
7/21/18	Request from Arturo to purchase irrigation remote control to regularly check the irrigation system in between bi-weekly irrigation audits by Stalcup. Request approved.	Total: \$448.98 Managers to purchase

- V. **Landscaping Report:** Verbal report given by Carole Hurst. Highlights of the Landscape Report are:  
(A.) Review of Landscape Improvements Project: The three original landscaping bids, as well as a revised/scaled down bid from Nativescapes discussed. Motion to table discussions and any improvements for this year to August made by Carole Hurst, second by Lisa Conticelli. Vote: 5-0, approved. Carole Hurst will continue to research and provide additional bids at the August meeting.
- VI. **Architectural & Property Report:** Report submitted & read by Lisa Conticelli. Copy of the Architectural report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy.  
(A.) Violations: Current list of 14 violations have been issued as of June 15, 2018. At this time there are 4 of 14 violations completed.  
(B.) Requests: Request from Homeowner 737-B for repair of the back deck, as called out in Violation letter dated June 15<sup>th</sup>. Motion to approve repairs as presented by Homeowner made by Lisa Conticelli, second by Gary Marquez. Vote: 5-0, approved.
- VII. **Treasurer's Report:** Two reports provided for the meeting by Carole Hurst & Ron Zurek. Copy of the Treasurer's Report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy. Carole Hurst to follow up with the Association CPA as to how he would like the financials to be reported; update to be given in August.
- VIII. **Old Business:**  
(A.) 2018 Projects & Expenses:

**1. Reserve Projects:**

4/28/18	Landscape Improvements	Due to Carole Hurst's absence, project update deferred to May	
	5/19	Per verbal report from Carole Hurst, further bids & information needs to be collected-Deferred to June.	

	6/23	Further revisions to be made to the project with further suggestions & revised bids to be presented at the July meeting.	
	7/21	Carole Hurst will continue to research and provide additional bids at the August meeting.	Pending
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.	Pending
4/28/18	Seamless Gutters	Buildings to be addressed this year: 681, 699, 737, 767	Pending
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	Bridge adjacent to tennis courts-Schedule TBD	Pending
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.

**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.*) 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 18, 2018. Location: Bayshore Ski & Racquet Club South Pool Area, hosted by Carole Hurst. **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 made to adjourn the Open Session at 12:18 p.m. by Carole Hurst, second by Joe Inzalaco. Vote: 5-0, approved.

Respectfully submitted by:

---

**Mindy Vermilion, Recording Secretary**