

**BAYSHORE SKI & RACQUET CLUB  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING-OPEN SESSION  
August 18, 2018**

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

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

**HOMEOWNERS PRESENT:** Marilyn & Lynn Cooper, Michelle Castleberry

**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 August 18, 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 July 21, 2018 Meeting(s):** Motion to approve the minutes as presented made by Lisa Conticelli, second by Carole Hurst. Vote: 4-0, 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.	
	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.	Partially Completed
4/28/18	Irrigation system & valve repairs	
	8/18: Three valves sent to Mindy Vermilion from Director Joe Inzalaco for a total of \$469.92. Two more valves will be ordered to complete the valve repairs and have one extra when needed.	Open

- V. **Landscaping Report:** Verbal report given by Carole Hurst. Highlights of the Landscape Report are:
- (A.) Review of Landscape Improvements Project: A fourth bid was provided by Justin Roberts Landscaping at a cost of approximately \$7,000/building. Stalcup was not able to provide an updated bid in time for the meeting. Further discussion of bids & landscaping improvements to be discussed in September.
- (B.) 681-B Request: Request made by Homeowners 681-B to add a tree behind their unit to block the north pool equipment room and heater exhaust pipes. Carole Hurst suggested two shrubs in areas

with irrigation already established. Homeowners to follow up with Hunters Nursery and communicate with Carole Hurst regarding a tree/shrub selection.  
 (C.) 699-D Request: Homeowner is requesting the tree the HOA and Homeowners purchased together to be assessed by landscapers as to whether it is receiving enough water. The tree appears to be dying or in need of more water.  
 (D.) Maintenance Contract: Per a meeting with Kirk Stalcup, Carole Hurst & Mindy Vermilion, every other week in September the weeds maintenance will be addressed.  
 (E.) Tree Replacements: Discussion held regarding the bid provided by Stalcup for tree replacements, as well as the HOA purchasing trees directly from the local nursery and having the maintenance staff install. Carole Hurst to investigate tree options and prices.

**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: From this year's list of 16 violations, as of 8/2 there are seven violations outstanding. Mindy Vermilion has contacted Homeowners to remind of the 8/31/18 due date. Further follow up at the September meeting.

(B.) Requests: Request from Homeowner 799-A to defer the back deck repairs to next year. Discussion held; extension granted to May 31, 2019, weather permitting.

(C.) A reminder to all Homeowners that storage of any items in the common area is not allowed. All personal items must be stored within the unit or on the back deck.

**VII. Treasurer's Report:** Report submitted by Ron Zurek with a review given by Carole Hurst. Discussion held regarding Reserve projects and upcoming expenditures.

**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.	
	8/18	Bids to be further analyzed in September; See Landscape Report.	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.	
	8/18	Bids for building maintenance and improvements to be reviewed and discussed in the Executive Session.	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, 8/18	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.

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.

**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.)*

(A.) Homeowner 699-D: Homeowner is requesting a peony bush be planted outside building 699 C/D. Homeowner is also asking if there are any plans for flowers or landscaping improvements in front of building 699 this year? Per Carole Hurst, there are not plans for improvements in that area this year but possibly next year. Homeowner is requesting as much color as possible when improvements are made.

**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 September 22, 2018. Location: Bayshore Ski & Racquet Club South Pool Area, weather permitting. Alternate location: 799-A. **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)

