

**Bayview Farms HOA
Board Meeting Minutes
January 12, 2010**

Members Present Bob Adams
 Karen Buerkle
 Gary Grant
 Matthew Lipton
 Mary Ann Meyers
 Mike Hepner
 Steve Woods

Members Absent Vasiliki Moskos

Property Manager Jim Beckham

Mike Hepner called the meeting to order at 6:35 PM. Mike asked everyone to review the minutes of the November 2009 meeting. **Steve Woods made a motion to accept the minutes, seconded by Gary Grant. There was no discussion and the minutes were approved.**

Treasurer's Report

Mike Hepner called for the Treasurer's report. Steve Woods asked all to review the income statement for 2009. Steve noted the current bank balances were: Checking Account \$538.75, Savings Account \$3,723.90 and Capital Reserve is \$45,346.92. Jim noted there were 29 accounts delinquent on the HOA dues for a balance of \$7,247.12. Jim Beckham noted the high number of delinquent accounts at the end of the year and his concerns about collecting all the monies owed. Jim pointed out the increase in electrical expenses for the 2009 year noting the actual expense was \$1,700 over budget. Jim Beckham reported the general fund owed the capital reserve fund \$1,043.40 in start up fees, but due to non paid dues the HOA was short. Jim asked the Board for permission to fund this account now as the 1st Quarter dues were being received. Mike Hepner as well as all the Board members agreed this should be done. Jim reviewed with the Board the note on the check register concerning the payment to State Farm Insurance. This payment was for the 2010 premium and to insure it was received by the payment deadline the check was mailed at the end of December 2009. This amount will be reflected on the 2010 financial reports even though the check was written in 2009.

ARB Report

Jim Beckham there was only one initial request made to the Board in December.

Social Committee

Matthew Lipton reported he felt the last social was good even though not attended as well as past events. Matthew is hoping to have an oyster roast perhaps in February.

Nominating Committee

There were no elections in 2009. A vacancy remains in District 5 . Mike Hepner asked the Property Manager to email the community at large asking for volunteers.

Property Management Report

Jim Beckham noted during the month of December his office handled 39 CC&R violations, 21 by mail, 9 by telephone and 9 via email. Correspondence was also mailed to 37 homeowners concerning their delinquent HOA fees.

Old Business

None

New Business

Mike Hepner called for the election of officers of 2010. **Steve Woods volunteered to remain Association Treasurer, no other nominations, seconded by Matthew Lipton. Steve was unanimously elected as Treasurer for 2010. Matthew Lipton volunteered to serve as Vice President, seconded by Bob Adams, no other nominations. Matthew Lipton was unanimously elected as Association Vice President. Mike Hepner volunteered to remain as Association President for 2010, seconded by Karen Buerkle, no other nominations, Mike was unanimously elected as President of the Association for 2010. Mike Hepner nominated Vasiliki Moskos as Association Secretary, seconded by Steve Woods, no other nominations. Vasiliki Moskos was unanimously elected as Secretary. Mike Hepner made a motion to increase the 2010 Budget's electrical funds to \$9,000, seconded by Bob Adams, no further discussion, unanimous vote to increase.** Jim Beckham pointed out that possibly closing the pool from November 1st to April 1st may decrease the power usage. Jim Beckham will check with Sonitrol to see if it would be possible to just stop fob usage during these dates just at the pool gate, if not it might be possible to chain the gate. Jim Beckham noted the paint colors selected for the cabana had been chosen. Jim asked the Board Members to stop by the cabana in the next week or so to view the samples. The cost to repair the sheetrock was approximately \$1,500.00, this includes the painting. Jim was still waiting on the cost to install the chair rail and cork board and will forward this information to the Board when received.

Karen Buerkle made a motion to adjourn the meeting, seconded by Mary Ann Meyers. Meeting adjourned at 7:30 PM.

**Bayview Farms HOA
Board Meeting Minutes
February 9, 2010**

Members Present

Bob Adams
Karen Buerkle
Gary Grant
Matthew Lipton
Mary Ann Meyers
Mike Hepner
Steve Woods
Ruth Wyse

Members Absent

Karen Buerkle
Mary Ann Meyers
Vasiliki Moskos

Property Manager

Jim Beckham

Mike Hepner called the meeting to order at 6:36 PM. Mike asked everyone to review the minutes of the January 2009 meeting. **Bob Adams made a motion to accept the minutes, seconded by Steve Woods. There was no discussion and the minutes were approved.**

Treasurer's Report

Steve Woods asked all to review the reports for January 2009. Steve noted the current bank balances were: Checking Account \$12,072.54, Savings Account \$3,723.90 and Capital Reserve is \$45,346.92. Jim Beckham explained to Ruth Wyse how to read the financial reports as this was her first meeting.

ARB Report

Jim Beckham noted there were two requests for the ARB during the month of January. Bob Adams asked about the satellite dish, Jim explained this was placed behind a fence on a perimeter lot.

Property Management Report

Jim Beckham noted there were 29 homeowners contacted by mail concerning CC&R violations, 15 by telephone and 12 by email for the month of January. Jim noted there were 74 accounts delinquent on the HOA dues for a balance of \$16,818.45. Jim noted outstanding dues collections was going better than expected and would let the Board know the number of homeowners who would need to be sent to smalls claims court.

Social Committee

Matthew Lipton stated he was shooting for March 6th or 20th for a possible Oyster Roast. Matthew is also trying to put together some homeowners to help with the Socials.

Nominating Committee

No Report

Old Business

Jim Beckham asked the Board for their approval of the paint colors chosen by the interior designer for the cabana. **Mike Hepner made a motion to approve the colors, seconded by Matthew Lipton. Discussion was held concerning clarification of the use of all three colors and a subsequent vote. Unanimous decision to paint using the selected colors on the interior walls.**

New Business

Steve Woods made a motion that the Board appoint Ruth Wyse as the representative of District 5 to fulfill the seat vacated by Susan Lucas. Steve's motion was seconded by Mike Hepner, no discussion, unanimous vote. Mike and the other members present welcomed Ruth and thanked her for her willingness to serve. Jim Beckham asked if all the Board members had received the email from Ms Rothmeyer concerning the clean up of the entry sign. Mike pointed out the Board had looked at this issue in the past but other needs such as the lake retaining wall at the cabana took priority. Discussion was held concerning the repairs of the sign and asked the Property Manager to obtain paint color suggestions as well as pricing to paint the letters on the letters and wall. Mike asked that the grounds Maintenance contractor completely removed all the weeds and debris from the entry beds prior to installing new pine straw this Spring. Mike Hepner asked if the myrtle's could be treated as trees vs shrubs to open up the area. Jim Beckham will look into this, his concerns is if that happens, it might open the area up to more weeds in the bed area. Mike also asked if in the notice for the annual meeting could a note concerning the need to respect each other's property be included in that mailing. Jim Beckham will have this done, he also asked if the Association would be interested in installing doggie stations along the boulevard. **Steve Woods made a motion to install two doggie stations along the boulevard, seconded by Bob Adams. Discussion was held, Matthew Lipton still wanted a notice to go out in the mail, no further discussion, unanimous vote.** Mike Hepner asked the CC&R' committee meet next week. Matthew Lipton asked if the homeowners could have access to all homeowners email address should something need to go out over the weekend. Jim reminded the Board the email addresses were gathered with the promise they would be used only by the office. Jim felt this probably was not a doable suggestion but will look into alternative methods.

A motion was made at 7:50 PM by Gary Grant to adjourn the meeting, seconded by Steve Woods, meeting adjourned.

**Bayview Farms HOA
Board Meeting Minutes
March 9, 2010**

Members Present

Bob Adams
Karen Buerkle
Gary Grant
Matthew Lipton
Mary Ann Meyers
Vasiliki Moskos
Mike Hepner
Steve Woods
Ruth Wyse

Members Absent

Property Manager

Jim Beckham

Matthew Lipton called the meeting to order at 6:33 PM. Matthew asked everyone to review the minutes of the February 2010 meeting. Karen Buerkle made a correction to the members present/absent list. **Steve Woods made a motion to accept the minutes, seconded by Vasiliki Moskos. There was no discussion and the minutes were approved with one correction.**

Treasurer's Report

Steve Woods asked all to review the reports for February 2010. Steve noted the current bank balances were: Checking Account \$8,750.70, Savings Account \$3,724.35 and Capital Reserve is \$46,401.25. Steve Woods asked property manager Jim Beckham how much monies in the outstanding dues owed were associated with smalls claims court and foreclosed homes. Jim reported these dues were approximately \$3,500 of the outstanding amounts. Matthew Lipton asked who Teresa Jones was. Jim Beckham explained Teresa cleans the cabana's and baths, checks the pool water during the summer and also bills for her husbands (Kenny England) work, most recently the interior work done in the cabana. Vasiliki Moskos asked about the payment to George Frierson, Jim reported his company painted the cabana. No further comments.

ARB Report

Jim Beckham reported for the committee noting there were 2 requests made during the month of February.

Property Management Report

Jim Beckham asked the members to review the number of violations for the month of February. Ruth Wyse asked what types of violations occurred during February. Jim explained they comprised of trash cans, parking violations, a few boats and trailers.

Social Committee

Matthew Lipton confirmed the oyster roast would be held on March 20th and there would not be a band at this event. Matthew reminded the Board he is looking for assistance with hosting this event.

Nominating Committee

Jim Beckham provided Matthew Lipton with the list of Board seats up for election this year. They are Districts 1,3,5,6 and 9. Jim Beckham asked if any of the Board wished to run for election again to please let Matthew know as soon as possible. Mary Ann Meyers mentioned she had taken a post with County Council and would not be running again. Mike Hepner, Steve Woods and Gary Grant will all run again for their District seat.

Old Business

The entrance to Bayview was discussed. Karen Buerkle and Mary Ann Meyers felt the expense to paint was too high. **Vasiliki Moskos made a motion to not change the color of the letters but to clean up the area behind the letters and paint the wall the same color. Motion seconded by Karen Buerkle. After lengthy discussion a vote was taken. Motion was carried after a 8-1 vote, against the motion was Mary Ann Meyers.**

New Business

Karen Buerkle asked what could be done with the wax myrtle at the entry that looked as if it were dying. Jim Beckham will have someone look at this. Jim Beckham reported to the Board that DHEC had recently changed their regulations concerning pool sign age. Atkinson Pool has provided a price of \$6,680.00 to bring the pool up to DHEC requirements. Atkinson proposes the Association apply to make the changes, DHEC would then allow up to one year for the changes to be made. This will enable the Association to budget for this expense in 2011. Mike Hepner stated he felt it was perhaps more important than painting the entry sign to install lighting at the entry. **Mike Hepner made a motion to set aside \$4,000.00 from the capital reserve funds for entry lighting. Motion seconded by Matthew Lipton. After lengthy discussion, Mike amended his motion to set aside a maximum of \$4,000 for entry lighting and asks the Property Manager to obtain quotes for entry lighting, reporting back to the Board. A vote was taken and the motion was carried 7-2, against the motion was Karen Buerkle and Mary Ann Meyers.** Bob Adams asked the Board to develop ways to inform the Association members on how their monies were being spent. Mike Hepner mentioned there was a service where surveys could be provided to members for a few. Jim Beckham mentioned his concern with providing homeowners email addresses to an outside party, a violation of homeowners privacy. Jim Beckham inquired about the status of the dog station, noting his office had only received 3 responses. Mike Hepner gave his approval. As there were not enough votes to carry this previous motion, this subject was tabled. Jim Beckham asked the Board to review the proposed 2010 agenda for the annual meeting. Steve Woods asked everyone could please arrive approximately 30 minutes prior to the start of the annual meeting. Matthew Lipton asked if there was any course of action that could be taken to help the property manager enforce the CC&R's for repeat violators. Matthew felt in his neighborhood that many homeowners continue to violate the same restriction. Discussion was held regarding possible solutions. Karen Buerkle asked if the insurance had been adjusted to contain Board member coverage for errors and omissions.

Steve Woods made a motion at 8:10 PM to adjourn the meeting, seconded by Vasiliki Moskos. Meeting adjourned.

**Bayview Farms HOA
Board Meeting Minutes
April 13, 2010**

Members Present Bob Adams
 Gary Grant
 Matthew Lipton
 Mary Ann Meyers
 Vasiliki Moskos
 Ruth Wyse

Members Absent Karen Buerkle
 Mike Hepner
 Steve Woods

Property Manager Jim Beckham

Matthew Lipton called the meeting to order at 6:38 PM. Matthew asked everyone to review the minutes of the March 2010 meeting. **Bob Adams made a motion to accept the minutes, seconded by Mary Ann Meyers. There was no discussion and the minutes were approved.**

Treasurer's Report

As Steve Woods was not present, Jim Beckham asked all to review the reports for March 2010. Jim noted the current bank balances were: Checking Account \$6,355.29, Savings Account \$3,725.59 and Capital Reserve is \$46,417.11. There are currently 31 late homeowners in their dues for an amount of \$6,746.45. Gary Grant mentioned he had seen the front lights on at the entry for a couple evenings, but the last couple nights they had been off. Jim Beckham will check. Bob Adams asked if the partial payments from members with late dues is deducted from the outstanding balance. Jim Beckham replied yes they were.

ARB Report

Jim Beckham reported there were 3 initial requests for the month of March and there was one appeal before the ARB. The appeal is in request to a homeowner wishing to construct a shed at a home on a lake lot.

Property Manager's Report

Jim Beckham reported for the month of March 2010 his office handled 42 CC&R violations - 9 letters to homeowners, 14 telephone calls and 19 emails.

Social Committee

Matthew Lipton hopes to hold the summer social the first week of June. He will notify the Board when this is confirmed.

Nominating Committee

Matthew Lipton recapped the information provided at the annual meeting concerning the upcoming elections.

Old Business

Jim Beckham mentioned Karen Buerkle had asked about the wax myrtles at the front entrance. Since then the grounds maintenance crew has trimmed the dead branches. Jim also recapped the discussion back and forth between Atkinson Pool and SC DHEC concerning the pool tile marker changes. Atkinson has reduced their price from \$6,680.00 to \$5,000.00. Work should be done in the next two weeks. Jim Beckham asked if other Board Members had taken a look at the entry lights.

New Business

Matthew Lipton mentioned the new residents at 1700 Henley Lane were parking on the street and the grass. Jim noted his office was unable to attend the closing, but a letter had been sent concerning this to the homeowners. Vasiliki Moskos also noted there seemed to be a lot of overnight parking on the streets in her District and she would contact the office with particulars as they arose.

Vasiliki Moskos made a motion to adjourn the meeting, seconded by Bob Adams. Meeting adjourned at 7:03 PM.

Board Meeting Minutes
May 11, 2010

Members Present Bob Adams
 Karen Buerkle
 Mike Hepner
 Matthew Lipton
 Mary Ann Meyers
 Vasiliki Moskos
 Steve Woods

Members Absent Gary Grant
 Ruth Wyse

Guests Bill LeFevre

Property Manager Jim Beckham

Mike Hepner called the meeting to order at 6:45 PM. Mike asked everyone to review the minutes of the April 2010 meeting. No comments were made.

Treasurer's Report

Steve Woods asked all to review the reports for April 2010. Steve noted the current bank balances were: Checking Account \$4,974.73, Savings Account \$3,72 and Capital Reserve is \$46,436.19. There are currently 71 late homeowners in their dues for an amount of \$11,951.39. Steve Woods asked if the \$11,951.39 in late accounts were the 71 homeowners who are delinquent. Jim Beckham responded this did include the 71 as well as the homes in foreclosure and the homeowners at small claims court. Vasiliki Moskos asked what was being done to collect the large outstanding amount. Jim Beckham reminded her this isn't unusual for this time of the year as 2nd Quarter HOA dues were sent the first of the month for the second quarter and noting many times this number is in the upper 80's and 90's so this isn't off for this time period. Steve Woods asked about Chubb Electric and the bill for the photo cell. Jim reported this work was normal maintenance which was completed 6-8 weeks ago. Mike Hepner asked who Mike Fischer was, Jim reported Mike Fischer does the tax returns for the HOA.

ARB Report

Jim Beckham noted the ARB had received a request for a front door replacement and 2 roof replacements during the month of April. The ARB met just before this evenings meeting concerning an appeal to the ARB for a storage shed.

Property Manager's Report

Jim Beckham reported his office handled 31 violations during the month of April. Jim also noted the tile depth marker project had been completed by Atkinson Pools.

Social Committee

Matthew Lipton reported the committee met this past Monday at the cabana where 6 homeowners

showed up to help plan the Summer event. Matthew noted there were 5 other homeowners who email they would like to help but weren't able to attend the meeting. Matthew's goal is to hold the social on June 5th from 3 - 7 PM. There will be children's games and a possible band. Matthew asked about the possibility of beer at the Social as at the last party Matthew brought beer and had a "kitty" to collect money for the beer, but unfortunately the money was stolen at the event leaving no funds for the next event. Jim Beckham stated the Board needed to check with the insurance company to see if perhaps coverage for a one day event could be obtained to cover liability.

Nominating Committee

No Report. Mary Ann Meyers suggested at the social perhaps Matthew could have information concerning the upcoming elections.

Old Business

Bob Adams stated the lighting at the entry was poorly done and must be fixed properly, noting that only the 2nd light along BVF Blvd was the only light installed properly and he wanted the others adjusted to match. Bob also noted the lights along Ft Johnson were not putting out any light whatsoever and Bob felt the lights at the sign were worse than before. Bob thinks the lights should be brighter on the entry sign. Jim Beckham will contact the lighting company again. Steve Woods believes the plants in front of the sign letters need to be cut. Matthew Lipton noted the problems at 1700 Henley Lane and the complaints from neighbors concerning the parties and parking. Jim Beckham passed out the letter written by the Association Attorney to the owners of 1700 Henley Lane. The Board asked the Homeowners be fined for parking on the street overnight. Matthew Lipton will monitor and inform the office when parking violations occur.

New Business

Steve Woods reported a problem with solicitation and that something needed to be done. There is nothing in the CC&R's concerning this subject. Discussion was held and the Board asked a sign be installed at the front of the community stating there is no solicitation in Bayview Farms. Jim Beckham will obtain a price to install a sign and will notify the Board of the results. Once approved by the Board, the Property Managers office will email all homeowners informing them of the no soliciting sign at the entry and reminding them it is their responsibility to contact the police if solicitors approach them. If this policy is not supported by the homeowners by calling the police, it will not be possible to stop solicitation within the community. Steve Woods passed out a notice to the Property Manager asking for the Boards support in requiring the Property Manager to follow the deposit procedure for pool reservations and fines. Jim Beckham noted his office does follow the noted requirements in producing an invoice for all reservations. There is no refund issued by the HOA for the rental as the homeowner sends in two checks one for \$80 and one for \$20, the \$80 check is returned to the homeowner after the event if there is no damage to the cabana. The \$20 is deposited to the checking account. His office is complying with the suggestion to generate invoices for this \$20 fee. **Mike Hepner made a motion to change the amount required to reserve the cabana and pool.** Matthew Lipton stated he wanted to have an after school party for his children and may have up to 100 children. **Mike continued his motion to limit parties to groups of up to 20 for \$150 with \$100 refundable with a two hour maximum time frame, and increase per hour over this time would be charged.** Mary Ann Meyers asked how much money was collected for the use of the facilities in the past. Jim Beckham will inform the Board members of this amount. Karen Buerkle is opposed to the \$50 charge and feels that going from \$20 to \$35 would be more

reasonable. Mary Ann Meyers agreed with the \$35 amount. Bob Adams presented his proposed BVF Pool and Cabana Party Agreement form. **Mike Hepner then wanted to change his motion to accept the agreement with possibly changing the pool fees list.** Jim Beckham asked if the agreement could be reviewed so proper wording could be used to fit to the Bayview community. Mike Hepner asked for discussion on Section 4 concerning the number of guests. Mary Ann Meyers asked the number remain at a maximum of 50 guests, all Directors were in agreement. **Mike Hepner called for a vote on the following motion: A motion is made to change the amount required to reserve the cabana and pool to a \$150 deposit. If the group is limited to 15 guests a \$100 will be returned if cleaned up properly, over 25 guests but no more than 50 guests \$75 returned if cleaned up properly. Reservations will be limited to a two hour time period, an option will be available for additional time at an hourly rate. The motion was seconded by Matthew Lipton. The vote was 4-3 with Mike Hepner, Matthew Lipton, Bob Adams and Steve Woods voting for the motion, voting against was Karen Buerkle, Mary Ann Meyers and Vasiliki Moskos. Mike Hepner made a motion to accept the agreement presented by Bob Adams realizing the wording needs to be adjusted. Motion seconded by Steve Woods, unanimously passed.** Steve Woods had a request for the Board to send a letter to the City of Charleston concerning the dust caused by the traffic at the park next door. Residents would like to see this area paved to stop the problem. Bill LeFevre commented that Ms Wilson, the Representative from James Island would back the Associations efforts. Jim Beckham asked Steve Woods to prepare a letter to the City of Charleston and forward to the Board of Directors for their signature which can then be sent to the City.

Matthew Lipton made a motion to adjourn the meeting, seconded by Bob Adams, meeting adjourned. Jim Beckham then remembered an item which was sent to the Board for their consideration by Art Hartung. This request was denied as the Board felt this was a form of solicitation, something the facilities are not used for.