

Bayberry Cove Property Owners' Association

Meeting Minutes

January 8, 2008

- I. Persons in attendance
 - A. President, Robert Garrott
 - B. Vice-President: Janine DeMello
 - C. Secretary: Laura Fleming
 - D. Several Homeowners

- II. Opening of meeting – Robert Garrott (7:14 p.m.)

- III. Homeowners' forum (7:14 p.m.)
 - A. Concerns:

Unleashed dogs still posing problems; Board approves Property Manager consulting with Association attorney in reference to the correct procedure for dealing with this issue
 - B. It was noted that the Board has **NOT** sent any letters or other forms of communication to any homeowner or resident approving violations of dog leash laws

- IV. Board meeting called to order (7:45 p.m.)
 - A. Reading of minutes from December 11th meeting (7:45 p.m.)
 1. Discussion of minutes
 2. Motioned, seconded and approved as amended
 - B. Treasurer's report (8:08 p.m.)
 1. Given by Manager A.D. White
 2. Manager also requested that the Board tell him the amount that the Board wants to transfer from Operating Reserves to Replacement Reserves
 3. Motioned, seconded and approved to accept the treasurer's report
 - C. Communications Committee report (8:20 p.m.)
 1. Newsletter articles due to editor by Sunday, December 16th
 2. Last newsletter to be written by Laura Fleming; requested need for others to step up; she's willing to assist with newsletter
 - D. President's report (8:22 p.m.)
 1. Encouraged homeowners present to sign proxies in effort to change quorum requirements
 2. Wishes to get a pool of candidates to get on ballot
 - E. Grounds committee report (8:25 p.m.)
 1. Rope that secured lid to one trash container was removed and lid was damaged
 2. Daydream Landscaper has renewed license and provided proof of insurance; needs to generate quote next year before current contract expires
 3. Board President will write letter to UPA about specific vendors and procedures for removing from list of approved vendors those who do poor quality work
 - F. Manager's report (8:29 p.m.)
 1. Provided general information of delinquencies
 2. Noted that most homeowners in compliance with bylaws and upkeep of property based on recent inspections
 3. BMP's generally in good condition; homeowners need to make sure they do not dispose of trash or debris in areas
 4. Motioned, seconded and approved to accept the manager's report
 - G. Social committee report (8:47) - none

- H. Architectural Review Board report (8:47 p.m.) - none
- I. Unfinished business (8:48 p.m.)
 - 1. Concern arose about whether or not the Board should seek to have a full audit of Association finances; if who, when and by whom
 - 2. Discussion of matter
 - 3. Motioned, seconded and approved that it was not necessary to do full audit, but to secure CPA firm of Des Roches and Company to prepare taxes for 2007
- J. New business (8:53 p.m.)
Collection of funds for Carol Martins by Board members and concerned residents in attendance; funds given to Janine DeMello (for card initially and other appropriate items later)
- K. Board meeting adjourned (8:56 p.m.)

V. Homeowners' forum reopened (8:56 p.m.) – no additional concerns

VI. Executive session (8:56 p.m.) – none

VII. Meeting adjourned at (8:57 p.m.)

Next Board Meeting: 7:00 p.m. Tuesday, February 12, 2008 at the UPA Office, 6550 Town Point Road, Suite 113, Suffolk, VA 23435

Meeting Minutes Signed:

Robert Garrott, President

Date

Laura Fleming

Date