

**BAYSHORE SKI & RACQUET CLUB  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING-OPEN SESSION  
December 12, 2020**

**DIRECTORS PRESENT:** Ron Zurek (President), Solomiya Pyatkovska (Vice-President/Treasurer), Keith Downs (Vice-President/Secretary), Shelley Silver (Vice-President/Director at Large) and Steve Bandich (Vice-President/Director at Large)

**DIRECTORS ABSENT:** None

**HOMEOWNERS PRESENT:** Cheryl Gaines

**PROPERTY MANAGER:** Mindy Vermilion, Email: [manager@bayshorehoa.org](mailto:manager@bayshorehoa.org) , 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 10:08 a.m., Saturday December 12, 2020 via Zoom video / telephone conference call.
- II. **Welcome and Introductions:** All in attendance were self-introduced and welcomed.
- III. **Approval of Minutes of the October 17, 2020 Meeting:** Motion to approve the minutes as presented made by Keith Downs, second by Shelley Silver. Vote: 4-0-1, approved. Solomiya Pyatkovska abstains as she was not present for 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	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.	
	10/19/19: Due to other higher priority projects this year, roof rafter beams will be deferred to 2020.	
	1/18/2020: Due to Worker’s Compensation limits, lack of safety equipment and limited maintenance staff, this project is on hold indefinitely. Mindy Vermilion to bring a bid from a licensed contractor for Board consideration.	
	6/20/20: Bid from John Pfeiffer, licensed general contractor to be discussed later in the meeting.	
	7/18: Projects scheduled to begin the week of August 3 <sup>rd</sup> . Homeowners will be notified.	
	8/15: Projects scheduled to begin approx. the week of August 31 <sup>st</sup>	
	9/19: Projects underway	
	10/17: Projects 90% complete, to be finalized the week of 10/19	
	12/12: Projects complete	Complete
4/18/2020	Pools/Spas CLOSED – Reopening and startup for the summer season pending approval by the San Bernardino County Health Department due to COVID-19.	
	5/16: Per discussion with the Board, the pools/spas/tennis courts will remain CLOSED pending approval and guidelines to open by the San Bernardino County Health Department.	
	6/20: Reopening guidelines and plan to reopen to be discussed later in the meeting.	
	7/18: COVID-19 Pool rules, disinfection schedule and modified hours of operation approved by the Board in an emergency executive session on 6/27/20. Guidelines and rules posted at both pool locations.	

	8/15: Pools remain open – Approximate shut down date end of September to mid – October, weather permitting.	
	9/19: Pools will remain open through October 18 <sup>th</sup> . Permission to keep a spa open through the winter season is pending approval by the Public Health Officer.	
	10/17: Pools and south spa will be winterized the week of 10/19. Permission to keep the north spa open through the winter season is pending approval by the Public Health Officer.	
	12/12: Upon discussion, the Board has decided to winterize and close the north spa. With the increase of Covid cases and lack of appropriate social distance space while users are in the spa, the Board would like the north spa to be closed to ensure the safety of all residents and guests. Opening of the pools and spas will be reviewed and discussed in the spring 2021.	<b>CLOSED FOR WINTER</b>

- V. Landscaping Report:** Verbal report given; also see Manager’s Report.  
 (A.) Letter from Arborist Mary Murie: Letter from Marty Murie regarding the pine tree adjacent to 681-A was reviewed by the Board. Discussion held; no action at this time.
- VI. Architectural & Property Report:**  
 (A.) Requests: None  
 (B.) Violations / Notices:  
 (1.) One notice is outstanding as the Homeowner was not able to complete the painting of the back deck due to the structural and roof repairs being done directly above this unit. After discussion, the Board is extending the due date for this notice to April 1, 2021, weather permitting. Mindy Vermilion will follow up with the Homeowner.
- VII. Treasurer’s Report:** Report submitted and read by Solomiya Pyatkovska. Discussion held; Report on file with Manager Mindy Vermilion and available to Homeowners upon request. Motion to approve Treasurer’s Report as submitted made by Shelley Silver, second by Keith Downs. Vote: 5-0, approved.
- VIII. Old Business:**  
 (A.) Projects and Expenses 2020: Budgets for Reserve and Operating projects updated and provided for Board review. Most of the operating projects have come in under budget so far. Expenditures will continue to be closely reviewed and the budgets will be updated.
1. –Roofs: Building 767 structural repairs and roofing over units C and D are complete. The portion of roof over units A and B will be addressed in 2021 as soon as weather permits.
  2. – Woodpecker and Roof Rafter Beam Repairs: Projects complete.
- IX. New Business:**  
 (A.) Contracts & Proposals:  
 1. – Stalcup Landscape – Contract for Maintenance and Irrigation Services 2021: Contract reviewed and discussed. Motion to approve made by Keith Downs, second by Shelley Silver. Vote: 5-0, approved.  
 2. – CPA Proposals – Proposals to Audit or Review Financial Statements and Prepare Tax Returns: Proposals reviewed and discussed. Motion to approve Owens, Moskowitz and Associates, Inc. made by Shelley Silver, second by Keith Downs. Vote: 5-0, approved.  
 3. – Mile High Equipment – Contract for 2020-2021 Snow Removal Services: Contract reviewed and discussed. Motion to approve made by Steve Bandich, second by Keith Downs.

(B.) 681 A/B Chimney Issue – Homeowners of both units not present for the meeting. Review of text and email communication from Homeowners to manager Mindy Vermilion read aloud and discussed. The Board does not see this issue as an Association repair as the fireplace in unit A has been modified from the original design and construction. The Board is suggesting the owner in unit A can install glass doors to prevent smoke and cold air from entering the unit.

(C.) Wheeler Steffen Property Management – Discussion Regarding Services, Deposits, Checks Issued, Etc.: Discussion held regarding untimely processing of checks issued and dues deposits. Mindy Vermilion to follow up with Paul Steffen for a meeting with Ron Zurek, Solomiya Pyatkovska, Mindy Vermilion and Paul Steffen. Further update in January.

(D.) 2021 HOA Meeting Dates: Meeting dates are as follows – 1/16, 2/20, 3/20, 4/17, 5/22, 6/19, 7/17, 8/21, 9/18, 10/16, 12/11. Dates will also be posted on the Association website. All meetings will be held via Zoom conference call until further notice.

(E.) 2021 Project Planning: Discussion held regarding plans for roofs, painting, cash flow, etc. Further discussions will be held in 2021 as weather improves and work can be scheduled.

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.) Cheryl Gaines: No comments, other than appreciation for the commitment by the Board members. Thank you!

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:** 10:00 a.m., January 16, 2021. Location: Due to COVID-19 restrictions, monthly HOA meetings will be held via video / telephone conference call. Homeowners will be notified of instructions to join the monthly meetings. **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 to adjourn the Open Session at 11:15 a.m. made by Shelley Silver, second by Keith Downs. Vote: 5-0, adjourned.

Respectfully submitted by:

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Mindy Vermilion, Recording Secretary

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Keith Downs, Association Secretary