

**BAYSHORE SKI & RACQUET CLUB  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING-OPEN SESSION  
April 20, 2019**

**DIRECTORS PRESENT:** Ron Zurek (President), Lisa Conticelli (Vice-President), Carole Hurst (Vice-President/Treasurer), and Keith Downs (Vice-President/Secretary).

**DIRECTORS ABSENT:** Joe Inzalaco (Vice-President)

**HOMEOWNERS PRESENT:** Julie Zurek

**PROPERTY MANAGERS:** Mindy Vermilion, Email: [bayshoreskihoa@gmail.com](mailto:bayshoreskihoa@gmail.com), 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 10:03 a.m., Saturday April 20, 2019 at Bayshore Ski & Racquet Club Condo 737-D, Big Bear Lake CA 92315.
- II. **Welcome and Introductions:** All in attendance were self-introduced and welcomed.
- III. **Approval of Minutes of the February 23, 2019 Meeting:** Motion to approve the minutes as submitted made by Keith Downs, 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.	
	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	
	10/20: Bridge to tennis courts deferred to 2019.	Deferred to 2019
4/20/19	Above & Below Pool Service to make an evaluation of all pool & spa equipment and make recommendations for repairs, replacement and preventative maintenance. Cost for evaluation \$200-\$300-approved.	Pending Scheduling
4/20/19	The south spa needs plaster. Bids to be collected & discussed at the May meeting.	Pending
2/23/29	Tree trimming work-bid from Bear Valley Tree Care Service approved in the January Executive Session meeting. Schedule pending.	Pending
	4/20/19: Tree trimming project completed 4/15-4/17	Complete

- V. **Landscaping Report:** Verbal report given by Carole Hurst. The tree trimming project was completed, see Manager's Report. There is \$235.00 remaining in the tree trimming budget that may be able to be allocated elsewhere. Arturo is continuing to maintain the landscaping trimming, pruning & cleanup in the spring shoulder months. Weekly maintenance is scheduled to begin May 2<sup>nd</sup>, irrigation startup is tentatively scheduled for the week of April 29<sup>th</sup>. Mulch & fertilizer to be purchased on the Association credit card & spread throughout the planters. Due to budget constraints, there are no major improvements planned for this year.
- VI. **Architectural & Property Report:** Verbal report given by Lisa Conticelli in the Annual meeting. (A.) Requests: None.

(B). Violations: No violations at this time. Every Homeowner is requested to inspect back decks for paint and/or repair. Most decks appear to need paint.

- VII. Treasurer's Report:** Treasurer's Report submitted and read by Carole Hurst. Discussion held, disagreement about the accuracy of the Treasurer's Report brought up by Ron Zurek. Ron Zurek will provide a separate report-both reports are on file with Manager Mindy Vermilion & available to Homeowners upon request.

**\*\*Break from the Open Session meeting for Board members to walk the property 11:40-11:55 a.m.**

**VIII. Old Business:**

(A.) 2019 Projects and Expenses-Project Updates:

2/23/19	Roofs	Bid obtained from Mike Jordan Roofing for Board review. At this time there is one building with an active roof leak (669) with four other buildings identified as needing roof replacement as soon as possible. Discussion held; further investigation into the status of all the roofs by professional contractors to be obtained, with material bids to include asphalt shingles as well as a metal alternative.	
	4/20	Proposals by MJ Roofing and Beckett Roofing provided, reviewed & discussed. Further information to be collected and discussed in May.	Pending
2/23/19	Tree Trimming Project	Proposal from Bear Valley Tree Care Service in the amount of \$2,925.00 approved in the January Executive Session. Schedule pending.	
	4/20	Project completed 4/15-4/17.	Complete
4/20/19	Parking Lot	Revised contract provided, reviewed & discussed. Carole Hurst will follow up with IPS Paving for revisions to the contract and scheduling. To be further discussed in May.	Pending

(B.) Director Keith Downs' Agenda Items for Discussion:

1. – Electric Car Charging Stations: Further research into this project has revealed that the cost is approximately \$3,000-\$7,000 per parking space and summer 2019 is the first opportunity to apply to have one installed.
2. – Solar Panels: Further research into this project has revealed that some commercial properties have had solar panels installed, however there is not a lot of information available at this time.

**IX. New Business:**

(A.) Management Services: Presentation / Q & A with Paul Steffen, Wheeler Steffen Property Management: Presentation made by Paul Steffen, Q & A held. Mr. Steffen left the meeting, discussion amongst the Board held; Motion to contract with Wheeler Steffen Property Management, beginning July 1, 2019 made by Keith Downs, second by Carole Hurst. Vote: 4-0, approved. Mindy Vermilion will provide written notice to Haven Management LLC no later than May 29, 2019 on behalf of the Board of Directors.

**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.*) No Homeowners present.

**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 May 25, 2019. Location: Bayshore Ski & Racquet Club condo 693-D, Big Bear Lake CA 92315. **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 1:04 pm made by Lisa Conticelli, second by Carole Hurst. Vote: 4-0, adjourned.

Respectfully submitted by:

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Mindy Vermilion, Recording Secretary