

**BAYSHORE SKI & RACQUET CLUB
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING-OPEN SESSION
August 19, 2023**

DIRECTORS PRESENT: Ron Zurek (President), Ellen Kosmatka (Vice-President/Treasurer), Shelley Silver (Vice-President/Secretary), and Solomiya Pyatkovska (Vice-President/Director at Large)

DIRECTORS ABSENT: None

HOMEOWNERS PRESENT: Marcia Lutz, Lynn Ginesi, Keith Downs

PROPERTY MANAGER: Mindy Vermilion, Email: 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 10:02 a.m., Saturday August 19, 2023, via Zoom video / telephone conference call and in-person location at the Wheeler Steffen Sotheby's Office, Big Bear Lake.
- II. **Welcome and Introductions:** All in attendance were self-introduced and welcomed.
- III. **Approval of Minutes of the July 15, 2023 Meeting:** Motion to approve the minutes, as submitted made Ellen Kosmatka, second by Solomiya Pyatkovska. Vote: 3-0, approved. **Please note: Shelley Silver did not join the meeting until after the minutes were approved.**
- IV. **Reports:**
 - A. **Manager's Report:** Report submitted and read by Mindy Vermilion. A copy of the Manager's Report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy.
 - B. **Landscaping Report:** Verbal report given by Solomiya Pyatkovska; also see Manager's Report.
 - C. **Architectural & Property Report:**
 - (1.) **Violations / Notices:** Back deck correction notices sent 6/26/23 with a compliance due date of 9/15/23. At the time of the meeting, eight notices have been satisfied. One request for an extension through the end of September made by Homeowner 773-A; Approved. Request from Homeowners of Building 781 for an extension until after the rest of the building is painted; Approved.
 - (2.) **Requests:**
 - 737-D Request for Skylight Cap Replacement – Update: Pre-approved cost for the skylight cap replacement was \$500.00. Proposal from Bear City Glass is \$550.00. Mindy Vermilion approved the proposal, as it was close to the pre-approved price. Motion to approve made by Shelley Silver, second by Ellen Kosmatka. Vote: 4-0, approved. Schedule to install TBD; further update in September.
 - D. **Treasurer's Report:** Report submitted, and review given by Ellen Kosmatka. Report is available to all Homeowners by request. Please contact Mindy Vermilion for a copy. Motion to approve the financial package provided by Wheeler Steffen Property Management and the Treasurer's summary made by Solomiya Pyatkovska, second by Shelley Silver. Vote: 4-0, approved.
- V. **Old Business:**
 - A. **Projects 2023:**
 1. – Roof Project – Building 693: The structural repairs work has been completed, under schedule in 4 ½ weeks instead of the proposed 6-8 weeks! Final inspection was signed off by the City of Big Bear Lake on 8/17/23; Homeowners were notified the same day it is safe to return to their units. There are some minor water stains from rain that will be repaired by the

HOA; Mindy Vermilion will schedule with the Homeowners at a time that is convenient for them. Beckett Roofing is scheduled to return for the remaining portion of the roof work the week of 8/28/23; Homeowners have been notified and will continue to be notified of the work schedule as the project proceeds. Further update in September.

2. – Painting – Buildings 781 and 711: Tentative start date for Building 781 is 9/11/23; Homeowners will be notified. Additional trim work and woodpecker damages cost is \$300.00. Motion to approve made by Shelley Silver, second by Solomiya Pyatkovska. Vote: 4-0, approved.

VI. New Business:

- A. Budget Committee – 2024 Budget: Ellen Kosmatka is the budget committee chairperson, with two volunteers so far, as well as Mindy Vermilion. If anyone else is interested, please reach out. This is a very important committee to have as many eyes and creative financial ideas as possible. The first draft budget will be presented at the 9/23/23 meeting, with final approval no later than the 10/21/23 meeting, for distribution to the community in the annual mailing.
- B. Draft Election Procedures for Review, Discussion and Approval to Send to the Community for the Required 28-Day Comment Period: Motion to approve the draft election procedures as presented to be sent to the community, with final adoption date at the next meeting following the expiration of the 28-day Homeowner comment period made by Shelley Silver, second by Ellen Kosmatka. Vote: 4-0, approved.
- C. Automobile Accident and Property Damages – Cienega Road, North End: Information provided by the Sherriff’s Department on 8/15/23 – There is no driver information, as this was a hit-and-run accident. Mindy Vermilion has one proposal for fence damage repairs, and one more on the way. Public Works has been contacted regarding the damaged wood “hatch” door to see what is underneath, who it belongs to, and what repairs may be necessary, if any. Motion to defer the fence repairs until after the winter snow season made by Solomiya Pyatkovska, second by Ellen Kosmatka. Vote: 4-0, approved. Further update in September.
- D. SCT Consultants – Level III Reserve Study Report for Review, Discussion and Approval: Motion to approve the Level III Reserve Study Report cost of \$675.00 made by Shelley Silver, second by Ellen Kosmatka. Vote: 4-0, approved.

VII. Emergency Items Not on the Agenda: None.

VIII. 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.)*

Lynn Ginesi: Discussion held regarding her full time tenants, the rules, etc.

Marcia Lutz: No comments, just like to know the HOA business.

Keith Downs: Questions about the remaining roofing project and schedule.

IX. Property and Association Issues Not On Agenda (In Executive Session Book):

A. Correspondence: None

B. Legislation: None

X. Next Meeting of the Board of Directors: 10:00 a.m., Saturday, September 23, 2023 via Zoom video/telephone conference call. Physical location TBD and Homeowners will be notified of Zoom meeting instructions no less than five days prior to the meeting to the email address provided on file.

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

- XI. **Motion to Adjourn:** Motion to adjourn the Open Session at 11:25 a.m. made by Shelley Silver, second by Solomiya Pyatkovska. Vote: 4-0, adjourned.

Respectfully submitted by:

Mindy Vermilion, Recording Secretary

Shelley Silver, Association Secretary