

**BAYSHORE SKI & RACQUET CLUB
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING-OPEN SESSION
September 23, 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: Keith Downs, Gerardo Gutierrez, Ed Fioravanti, John Kosmatka

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 10:03 a.m., Saturday September 23, 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 August 19, 2023 Meeting: Motion to approve the minutes, as submitted made Ellen Kosmatka, second by Solomiya Pyatkovska. Vote: 4-0, 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, there were seven outstanding notices. Three have an extension due to painting of the building being underway and will be satisfied shortly thereafter.

(2.) **Requests:**

- 737-D Skylight Cap Replacement – New skylight cap installed by Bear City Glass on 9/21. Project complete.

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 Shelley Silver, second by Solomiya Pyatkovska. Vote: 4-0, approved.

V. Old Business:

A. **Projects 2023:**

1. – Roof Project – Building 693: Final inspection for the roofing portion of this project is scheduled for Monday 9/25. Homeowners will be notified when project is complete, job card will be kept on file and any damages incurred throughout the project will be scheduled at the Homeowner's convenience.

2. – Painting – Buildings 781 and 711: Building 781 is underway and tentatively scheduled for completion on Wednesday 9/27. Homeowners of Building 711 have been notified that painting is scheduled to begin Thursday 9/28.

- B. Automobile Accident and Property Damages – Cienega Rd, North End (Update): Mindy Vermilion obtained the accident report on behalf of the Association. This report had the driver's name and insurance information. A proposal to repair the fence damages was submitted and a check was issued to the HOA in the amount of \$6,500.00. The Board would like to deposit this check into the Reserve account until the repairs can be scheduled in spring/summer 2024.

VI. New Business:

- A. 2024 Budget – First Draft for Review, Discussion and Approval: Draft budget reviewed and discussed line by line. Motion to approve the budget as presented made by Shelley Silver, second by Ellen Kosmatka. Vote: 4-0, approved. The 2024 budget will be included in the annual mailing, to be distributed to the community no later than October 31, 2023. There is a small increase in the monthly dues to accommodate for the increase in many line items, including but not limited to landscape maintenance, insurance, and utilities. New monthly dues amount will be \$610.00/month beginning January 1, 2024.
- B. SCT Consultants – Levell III Reserve Study Report for Review, Discussion and Approval: Report not provided in time for the meeting. Tabled to October 21st meeting.
- C. Contracts and Proposals:
 - 1. – All American Spa Service – Winterization Proposal and Winter Services Contract: Proposal and contract reviewed and discussed. No cost increases from last year. Motion to approve winterization cost and winter services contract made by Shelley Silver, second by Ellen Kosmatka. Vote: 4-0, approved.
 - 2. – 737-B Roof Leak Proposals – Licensed Home Improvement and Beckett Roofing: Proposals reviewed and discussed. Motion to approve Beckett Roofing proposal in the amount of \$5,000.00 made by Shelley Silver, second by Solomiya Pyatkovska. Vote: 4-0, approved.
 - 3. – Landscaping:
 - (A.) Maintenance Contract Proposals – Stalcup Landscaping and H2O Landscaping: Proposals reviewed and discussed. Motion to approve contract by Stalcup Landscaping made by Shelley Silver, second by Ellen Kosmatka. Vote: 4-0, approved.
 - (B.) Final Mowing Proposal (October) – Stalcup Landscaping: Proposal reviewed and discussed. No action taken on Stalcup proposal. The Board of Directors would like to invite H2O Landscaping to do a trial mowing in October for the quoted price of \$900.00 in the weekly services proposal. Motion to approve H2O Landscaping to do October mowing for \$900.00 made by Solomiya Pyatkovska, second by Shelley Silver. Vote: 4-0, approved. Mindy Vermilion will confirm with H2O Landscaping that this price is valid, with a written proposal to be provided for signature. Further update in October.
 - 4. – Workers Comp Policy Quote – Clear Spring BTIS: Proposal reviewed, discussed, and compared to the current policy in place. No action taken at this time.

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.)

John Kosmatka:

- 1. – The roof leak in our unit stayed dry through the tropical storm rain, so we are assuming it is most likely related to ice in winter. We are requesting the ceiling and wall repairs be scheduled.
- 2. – It seems with the lake levels rising as they are, as well as the lake replenishment project being

underway, that the dock will be floating again very soon. It seems it will need to be repaired/replaced within the next 3-5 years.

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, October 21, 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 11:54 a.m. made by Shelley Silver, second by Ellen Kosmatka. Vote: 4-0, adjourned.

Respectfully submitted by:

Mindy Vermilion, Recording Secretary

Shelley Silver, Association Secretary