

**BAYSHORE SKI & RACQUET CLUB  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING-OPEN SESSION  
September 28, 2019**

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

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

**HOMEOWNERS PRESENT:** Solomiya Pyatkovska, Volodymyr and Viktoriya Pyatkovska, Robert Hearne, Lynn Ginesi.

**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 10:06 a.m., Saturday September 28, 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 August 17, 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.	
	6/23/18: Other higher priority projects are underway. Rafters will be addressed again as time allows.	Pending
7/20	Paint bids: Mindy Vermilion to bring bids from painting contractors to the August meeting for discussion.	
	8/17: Three paint bids provided for Board review and discussion in the Executive Session.	
	9/28: Painting deferred to 2020 due to budget constraints	Deferred to 2020

- V. **Landscaping Report:** Verbal report given by Carole Hurst.
  1. – Five dead trees were removed this year and appropriate replacements are needed to find for planting next year, if funds allow. Five new plants were put in this year throughout the property and everything looks excellent. Recommending not to spend the \$550.00 on a final mowing this year and address in the spring.
- VI. **Architectural & Property Report:** Verbal report given by Lisa Conticelli:
  - (A.) Requests: No new requests.
  - (B.) Violations: 26 Notices were sent on June 7<sup>th</sup> with a deadline of August 31<sup>st</sup>. At the time of the meeting, five notices are outstanding, with all but one having requested an extension through the end of September. Two notices were approved by Lisa Conticelli to be deferred to 2020.
- VII. **Treasurer's Report:** Operational and Reserve expenditures report submitted by Carole Hurst. Discussion held; reports are on file with Manager Mindy Vermilion & available to Homeowners

upon request.

**VIII. Old Business:**

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

2/23/19	<b>Roofs</b>	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.	
	5/25	Revised bids for repair and replacement provided by Beckett Roofing to be discussed and approved in the Executive Session. CertainTeed Landmark Solaris, Heather Blend (ID #0668-0123) and non-vented method selected by Board members present. Mindy Vermilion will schedule with Beckett Roofing ASAP. Notice to Homeowners will be issued accordingly.	
	6/22	Re-roofing of building 669 began on 6/18, Homeowners were notified. Projected timeframe to complete is 10 working days. David Beckett strongly recommended adding venting to prevent rotten substructure problems in the future and offered to do the venting to building 669 at no extra charge. Motion to approve venting at no extra charge made by Carole Hurst, second by Keith Downs. Vote: 3-1, approved. Building 749 will be addressed next; schedule and notification pending.	
	7/20	Building 669 completed 7/17, building 711 repair completed 7/17. Due to predicted thunderstorms, building 749 to begin 7/29, homeowners will again be notified.	
	8/17	Building 749 completed on 8/2. Building 675 is scheduled to begin 9/3; Homeowners will be notified.	Pending Completion
	9/28	Building 675 completed as of 9/20. Beckett Roofing inspected 663 and does not detect any leaks at this time. Interior repairs for 663-D water damage to be addressed by the HOA in the coming weeks with inspection and repair to be addressed at the chimney & flashing areas. Beckett Roofing inspected buildings 663, 699, 737, 767 and 755 and is recommending roof replacement for buildings 755, 767 and 699 – in that order – in 2020 or as soon as possible.	
4/20/19	<b>Parking Lot</b>	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.	
	5/25	Contract finalized and sent to IPS on 4/30/19. Required paperwork and insurance provided by IPS and on file. Project scheduled for June 10-12, notification to Homeowners, tenants and rental agencies will be provided by Managers ASAP.	
	6/22	Due to low overnight temps in the high 30' / low 40's, IPS delayed the project to July 22-24. Homeowners, tenants and rental agencies have been notified.	

	7/20	Project confirmed for 7/22-7/24, notices posted on all doors on 7/19, parking lot will be cautioned off the evening of 7/21. Mindy Vermilion will address any remaining vehicles early morning 7/22. Irrigation has been turned off through the course of the project, all utility companies have marked their lines, and the grass / sprinklers have been marked.	
	8/17	Project completed as scheduled on July 24 <sup>th</sup> , check mailed to IPS on July 26 <sup>th</sup> , receipt for payment in full received on 7/29, and Unconditional Waiver & Release on Progress Payment received on 8/15. Slurry seal recommended to defer to spring 2020. Three areas in the parking lot with standing water is being addressed with IPS project manager Mitch Callaway. Further update to be given in September.	
	9/28	IPS sent a patch crew to repair four areas in the parking lot per emails to Mitch Callaway, IPS supervisor. In addition, Mitch recommends waiting to spring 2020 to perform the seal coat.	Partial Completion – Seal Coat in Spring 2020
8/17	<b>Painting</b>	Three bids provided for Board review and discussion in the Executive Session	
	9/28	Deferred to spring 2020 due to budget constraints	Deferred to 2020
8/17	<b>Pool &amp; Spa Covers</b>	Former bid for safety covers and SB County pool cover guidelines reviewed and discussed. Deferred to September for further discussion.	
	9/28	Deferred to 2020 due to budget and time constraints	Deferred to 2020
8/17	<b>Seamless Rain Gutters</b>	Proposal from Big Bear Rain Gutters provided for Board review & discussion in the Executive Session	
	9/28	Project completed on 8/30	Complete

**IX. New Business:**

(A.) 2020 Budget: Budget Committee Recommendations, Discussion with the Board of Directors: Proforma Budget presented by Budget Committee Chairperson Carole Hurst; Long discussion held regarding upcoming capital expenditures such as roof replacements, painting, landscape improvements, etc. Motion to approve the Operations budget as proposed, with a Dues increase to \$495.00 with \$30/month additional to be allocated to Reserves made by Carole Hurst, second by Keith Downs. Vote: 3-1, approved. Lisa Conticelli is not in favor of raising the Dues.

**\*\*Special Note:** Lisa Conticelli left the meeting early at 11:30 am.

(B.) Annual Meeting and Election of the Board of Directors: Date for the meeting is scheduled for January 18, 2020 at 9:00 am, weather permitting. Location will be: Sotheby's 596 Pine Knot Ave, Big Bear Lake CA 92315.

(C.) Annual Mail Out: Items to be included in the annual mail out to the community are: Approved 2020 Budget, Reserve Study Disclosure Pages, President's Letter and Board Application. Ballots will be mailed in December for the election in January.

**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.) None.**

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

**(A.) Correspondence:**

**(B.) Legislation:** None

**XIII. Next Meeting of Board of Directors:** 10 a.m., Saturday October 19, 2019. Location: Bayshore Ski & Racquet Club Condo 749-A. **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 11:50 a.m. made by Keith Downs, second by Carole Hurst. Vote: 3-0, adjourned.

Respectfully submitted by:

Mindy Vermilion, Recording Secretary