

Bayview Farms Homeowners Association, Inc.
Board Meeting Minutes
January 19th, 2016 @ 6:30pm
1609 Alric CT

Members Present

Ryan Tisdale, Vince Perna, Ed Mistretta, David Ludwig, Vasiliki Moskos, Michael Ciucci, Rhett Smith, Nicole Hager, and Terri Phillips

Sentry Management Manager Present

Danny DeSimoni, CMCA

The meeting was called to order at 6:30pm by Mr. Tisdale

Minutes of Prior Meeting

Mr. DeSimoni presented the draft minutes of the **12/8/15** meeting. Ms. Moskos made a **motion to approve the minutes** as presented. Mr. Tisdale seconded the motion. All in favor, the **motion carried**.

Financial Review

Mr. DeSimoni reviewed the Bayview Farms financials through December 30th, 2015. Mr. DeSimoni informed the Board that he would create a separate chart of accounts for the disaster reserve fund in the amount of \$56K.

Sea Wall

Danny DeSimoni presented a bid from Jeri Blackwood of Charleston Dock and Wall. The Board reviewed the details of the bid and compared to the bid previously received bid from American Dock and Marine. The Board requested that Charleston Dock and Wall itemized the bid and in addition to include a French drain by the tennis court, steps near the cabana, any warranty information and repair information for potential damaged to the irrigation sprinkler lines. The Board would like to receive a third bid in which Mr. Ludwig provided contact information for numerous vendors for management to contact. The topic was tabled until an additional bid is received.

Oyster Roast

Mr. Tisdale informed the Board that the food will be provided by Pig Envy for the Oyster Roast. Further discussion included entertainment, email blast, funds needed prior, and organization from volunteers the day of the party.

Entrance sign

Ms. Moskos informed the group that she had received a request from an Owner to consider the instillation of an additional Community sign adjacent to the existing sign so the community entrance can be seen from both directions on Fort Johnson Rd. Mr. Tisdale informed the group that the property needed to install a second sign was not on HOA land and therefore the Association is unable to install a sign at that location.

ARB

Mr. DeSimoni informed the group of a email with management from a known ARB fence violation in which the owners stated that the fence in violation would be removed once the house sold. After discussion the Board agreed that the Owners will be sent a final warning prior to attorney action requesting the fence be removed no more than 15 days from receiving the letter.

Reserve Study/Reserve funding

Mr. DeSimoni presented the completed reserve study from Miller Doddson. The Board reviewed the 2016 items listed, including tennis court replacement and sea wall construction. The Board discussed financing for the items and also discussed future items in need of financing including mailbox repair/replacement and pool resurfacing. The Board agreed to inform the community via newsletter summarizing various items listed in the reserve study and the cost related to such. Mr. Mistretta agreed to draft the letter. Once approved at the next Board meeting, the letter will be included in the Bayview Farms Annual Meeting Notice to be mailed out in February. The topic was tabled.

Next Board Meeting Date

Feb 10th 6:30

Adjournment

With no further business the meeting was adjourned at 8:15pm

Respectfully transcribed by,
Danny DeSimoni, CMCA, Sentry Management, Inc.

Reviewed and Approved by

Bayview Farms Homeowners Association, Inc.

Date

Bayview Farms Homeowners Association, Inc.
Board Meeting Minutes
February 10th, 2016 @ 6:30pm
1609 Alric CT

Members Present

Ryan Tisdale, Vince Perna, Ed Mistretta, David Ludwig, Nicole Hager, and Terri Phillips

Sentry Management Manager Present

Danny DeSimoni, CMCA

The meeting was called to order at 6:30pm by Mr. Tisdale

Minutes of Prior Meeting

Mr. DeSimoni presented the draft minutes of the **1/19/15** meeting. Mr. Mistretta made a **motion to approve the minutes** as presented. Mr. Perna seconded the motion. All in favor, the **motion carried**.

Financial Review

Mr. DeSimoni reviewed the Bayview Farms financials through January 1st, 2016. Mr. DeSimoni informed the Board that a separate chart of accounts for the disaster reserve fund amount of \$56K was created.

Accounts Receivable

The Board reviewed an Owner's account at Attorney whom requested consideration of a payment plan or reduced amount due. Total amount due is \$2,648.77. After discussion the Board agreed to allow a payment plan of 3 months to be paid in full in which the interest fees would be waived.

Sea Wall

Mr. DeSimoni presented an updated bid from Jeri Blackwood of Charleston Dock and Wall. The Board discussed the proposal in detail and concerns of the length of the wall were discussed. To better clarify, the Board would like management to arrange onsite meeting with Jeri Blackwood. Mr. Tisdale made a **motion to approve \$37K** for bulk head to continue from existing bulk head to around to tennis court Mr. Perna second the motion. All in favor, the **motion carried**.

ARB

Mr. DeSimoni informed the Board of his correspondence with a request for a fence removal violation. The Board informed management that the fence was taken down.

Mr. DeSimoni informed the Board of an ARB violation (outdoor shower built) and informed the Board a second notice will be sent out.

Annual Meeting/Newsletter

The Board set the annual meeting date for March 22 at 6:30pm. Mr. DeSimoni informed the Board that he would clarify which seats are open for election prior to sending out notice. Mr. Mistretta had previously drafted and presented via email a Annual meeting invitation newsletter to be included in the meeting notice. The Board discussed various edits in which Mr. Mistretta would make corrections and provide to management.

Tree Maintenance

Mr. DeSimoni informed the Board of a proposal from arborist David Grant from Natural Directions regarding the health of the Oaks along Ft Johnson Rd. The scope to sever the buffer and vines from the area was priced at \$4,600. Mr. Ludwig made a **motion to approve tree maintenance** bid as presented. Ms. Hager seconded the motion. **All in favor, motion passed**

Fob distribution to owners

Mr. DeSimoni confirmed that new owners are not issued a Fob on behalf of the Association. The Board agreed the previous owner should provide fob, otherwise new owner would need to purchase a fob.

Mr. Tisdale requested that management cut off previous owner's fobs and those at owners at attorney.

Mailbox Bid

Mr. Tisdale presented a bid from Canter Construction for mailbox replacement. The Board reviewed and the information Mr. Tisdale informed that the information was good to have on hand at the annual meeting.

Next Board Meeting Date

March 8 at 6:30

Adjournment

With no further business the meeting was adjourned at 8:15pm

Respectfully transcribed by,

Danny DeSimoni, CMCA, Sentry Management, Inc.

Reviewed and Approved by

Bayview Farms Homeowners Association, Inc.

Date

Bayview Farms Homeowners Association, Inc.
Board Meeting Minutes
March 8th, 2016 @ 6:30pm
Bayview Cabana

Members Present

Ryan Tisdale, Vince Perna, Ed Mistretta, Vasiliki Moskos, Nicole Hager, Rhett and Terri Phillips

Sentry Management Manager Present

Danny DeSimoni, CMCA

The meeting was called to order at 6:30pm by Mr. Tisdale

Minutes of Prior Meeting

Mr. DeSimoni presented the draft minutes of the **2/10/16** meeting. Mr. Mistretta made a **motion to approve the minutes** as presented. Mr. Perna seconded the motion. All in favor, the **motion carried**.

Financial Review

Mr. DeSimoni reviewed the Bayview Farms financial summary through Feb 29st, 2016 sent via email to all Board Members. As of 2.29.16 there is \$44,600.07 in the operating account, \$60,489.25 in the reserve account, and \$12,861.93 in the legal account.

Sea Wall

Mr. DeSimoni previously presented an updated bid from Jeri Blackwood of Charleston Dock and Wall. The Board discussed the scope of work to be completed and an onsite meeting that took place with the Mr. Blackwood clarifying the scope. Mr. Tisdale made a **motion to approve the bid from Charleston Dock and Wall** for the bulk head to continue from existing bulk head to around pass the tennis court. Mr. Perna second the motion. All in favor, the **motion carried**.

Annual Meeting

Mr. DeSimoni confirmed that notice was sent to all Owners for the March 22 annual meeting at 6:30pm. Mr. Perna requested copies of the 2015 annual meeting draft minutes be provided at the meeting and requested for management to send out the draft minutes with the meeting notice in the future.

Ms. Moskos referred to an email sent out by management asking for clarification on a 2016 Board election. Mr. DeSimoni confirmed that the files given to Sentry Management from the previous management did not have minutes clarifying when Board Members were elected. As no confirmation was receive for any open Board seats up for election at the 2016 annual meeting, Mr. DeSimoni suggested the topic be on the agenda at the next Board meeting to organize the terms of each Board member. The topic was tabled.

Erosion

Ms. Phillips presented a concern along a creek bed behind 858 Portabella. It has been reported that the creek bed was eroding and exposing tree roots that may cause the tree to fall. The Board discussed the possibility of the area being a city easement. Mr. DeSimoni will investigate the concern and report back to the Board.

Tree Maintenance

Various members of the Board reported that they have received owner concerns regarding the tree work in progress along Ft. Johnson. Concerns being that the tree service was going beyond the approved scope and cutting live trees. Mr. DeSimoni reported that he had spoken to arborist David Grant in which the work being done has been to preserve the health of the Oaks, staying within the agreed scope. After Board discussion, Mr. DeSimoni agreed to request an explanation from Mr. Grant clarifying what was removed, specifically referencing any subjective cuts. Once received the Board will review and potentially present to concerned owners.

Annual Meeting Prep

In reference to presenting at the Annual Meeting, The Board discussed the topic of capital improvements. After discussion Mr. Perna agreed to organize a visual presentation summarizing the reserve study and information gathered over the year. The Board further discussed potential funding for capital improvements.

Next Board Meeting Date

April 12th, 2016 at 6:30

Adjournment

With no further business the meeting was adjourned at 7:45pm

Respectfully transcribed by,
Danny DeSimoni, CMCA, Sentry Management, Inc.

Reviewed and Approved by

Bayview Farms Homeowners Association, Inc.

Date

Bayview Farms Homeowners Association, Inc.
Board Meeting Minutes
April 12th, 2016 @ 6:30pm
Bayview Cabana

Members Present

Ryan Tisdale, Vince Perna, Vasiliki Moskos, Michael Ciucci, and Terri Phillips

Sentry Management Manager Present

Danny DeSimoni, CMCA

The meeting was called to order at 6:30pm by Mr. Tisdale

Minutes of Prior Meeting

Mr. DeSimoni presented the draft minutes of the **3/10/16** meeting. Ms. Phillips made a **motion to approve the minutes** as presented. Mr. Perna seconded the motion. All in favor, the **motion carried**.

Financial Review

Mr. DeSimoni reviewed the Bayview Farms financial summary through March 31st, 2016 sent via email to all Board Members. As of 3/31/16 there is \$46,573.25 in the operating account, \$62,838.03 in the reserve account, \$56,046.91 in the reserve disaster account and \$13,071.35 in the legal account. The Board reviewed the current status of the accounts receivables.

BOD Terms

The Board discussed status of Board member terms and approximate date when elected. The topic was tabled until the all the Board members were in attendance.

1117 Wayfarer

Mr. DeSimoni presented a letter from closing Finkel Law Firm which was requested to waive a past due balance of \$540 not collected at the closing of 1117 Wayfarer in Jan of 2016 due to alleged misinformation. After review, the Board denied to have the fee waived as requested as no evidence was given to suggest the misinformation claimed.

Expense report

Mr. DeSimoni presented a 2015 Bayview Farms HOA expense report summary as per requested by owners at the annual meeting. After discussion, the Board agreed to mail the expense report to all owners in attendance at the annual meeting.

Investment

Mr. Tisdale inquired if HOA funds could be invested at a long term/higher interest rate bank account. Mr. DeSimoni confirmed that he would be able to provide current rates sheets to invest and confirm the Board's options to invest. The topic was tabled till further information.

Safety Fence

As per a safety concern presented at the annual meeting regarding a steep pond bank near a side walk. Mr. DeSimoni presented a bid for a 35 ft. nautical fence (approx. \$700) to remediate the potential hazard. Mr. Perna made a motion to approve the installation of the fence. Mr. Michael Ciucci seconded the motion. Ms. Phillips opposed rope railing of bid, would like different railing. With the majority in favor, the **motion carried**.

Violation

Mr. DeSimoni informed the Board that yard maintenance violations have been more prevalent as it is now spring. The Board agreed for management to fine for multiple yard violations as per the collection policy.

Next Board Meeting Date

May 10th, 2016 at 6:30

Adjournment

With no further business the meeting was adjourned at 7:30pm

Respectfully transcribed by,
Danny DeSimoni, CMCA, Sentry Management, Inc.

Reviewed and Approved by

Bayview Farms Homeowners Association, Inc.

Date

Bayview Farms Homeowners Association, Inc.
Board Meeting Minutes
May 10th, 2016 @ 6:30pm
Bayview Cabana

Members Present

Ryan Tisdale, Vince Perna, Ed Mistretta, David Ludwig, Vasiliki Moskos, Rhett Smith, Nicole Hager, and Terri Phillips

Sentry Management Manager Present

Danny DeSimoni, CMCA

The meeting was called to order at 6:30pm by Mr. Tisdale

Prior Meeting Minutes

Mr. DeSimoni presented the draft minutes of the **4/12/16** meeting. Ms. Moskos made a **motion to approve the minutes** as presented. Ms. Phillips seconded the motion. All in favor, the **motion carried**.

Financial Review

Mr. DeSimoni reviewed the Bayview Farms financial summary through April 30, 2016 sent via email to all Board Members. As of 4/30/16 there is \$52,832.29 in the operating account, \$66,026.45 in the reserve account, \$56,068.92 in the reserve disaster account and \$13,280.72 in the legal account. The Board reviewed the current status of the accounts receivables.

Board of Director Terms

The Board discussed the term status for each Board member to determine when the seat would be up for election. The Board agreed that if there are 3 seats up for election in 2017, each seat would carry a 3 year term. If a 4th or 5th Board seat is up for election in 2017 each seat would carry a two year term. In the case a 4th and/or 5th BOD seat is up for election in 2017, the Board agreed that the 4th and/or 5th popular vote will carry a 2 year term.

Interest Rates

Mr. DeSimoni provided the Board with an interest rate sheet for money market and CD accounts bank accounts. After discussion, the Board would like further clarification on CD accounts? Also the Board would like to know is the deductible for the HOA insurance policy?

Baby changing table

Ms. Hager **made a motion** have a baby changing table installed in the woman's pool bathroom. Mr. Perna seconded the motion. **All in favor, the motion carried.**

Codes

After discussion, the Board would like Mr. DeSimoni to provide a spreadsheet to the Board pool/cabana code access information

Trash

The Board discussed the garbage cans at the pool being taken to the street on pick up days. Mr. DeSimoni agreed to contact the pool service for possible assistance.

Community Day

The Board discussed organizing and funding a Community day to address landscaping and maintenance concerns (i.e. community fence repainting and mulching flowerbeds). Mr. Perna **made a motion** for the HOA to provide \$500 from the social committee COA to host a Bayview Farms Community day. Mr. Tisdale seconded the motion. **All in favor, the motion carried.** Mr. Perna agreed to organize the event.

Trespassing/Video surveillance

The Board discussed surveillance video footage provided to Mr. Tisdale regarding complaints of golf balls being hit into the pond. Mr. Tisdale updated the group on his correspondence with Officer Peter Ferrell. Mr. Tisdale confirmed seeing the patrol officers in the community.

Playground Lighting

The Board discussed the playground area being utilized for drinking and other inappropriate activities at night. Mr. DeSimoni suggested the potential to install a motion detector light system in the playground. The Board agreed in which management will peruse options/cost for lighting.

Oaks Trees on Bayview

Mr. Smith informed the Board that there are potential concerns with limbs being dead on multiple Oak trees along Bayview Farms Blvd. Mr. DeSimoni will research the concerns and report to the BOD.

Special Assessment

Mr. Perna discussed the estimated cost to replace mailboxes in the community and refurbish the tennis courts. The Board discussed funding options for these projects in addition other upkeep items referenced in the reserve study previously received. Mr. Perna **made a motion** for a Bayview Farms HOA membership meeting to be held on Tuesday Sept 13 @ 7pm in which to vote on a proposed \$350 special assessment to fund mailbox and tennis court replacement. Mr. Mistretta seconded the motion. **All in favor, motion passed.** Mr. Perna agreed to organize a cover letter to be provided with the meeting notice.

Next Board Meeting Date

August 2nd, 2016 at 6:30

Adjournment

With no further business the meeting was adjourned at 8:10pm

Respectfully transcribed by,
Danny DeSimoni, CMCA, Sentry Management, Inc.

Reviewed and Approved by

Bayview Farms Homeowners Association, Inc.

Date

Bayview Farms Homeowners Association, Inc.
Board Meeting Minutes
August 2th 2016 @ 6:30pm
Bayview Cabana

Members Present

Ryan Tisdale, Vince Perna, Vasiliki Moskos, Nicole Hager, and Mike Ciucci

Sentry Management Manager Present

Danny DeSimoni, CMCA

Others Present

Kathleen Wilson (City councilwoman), Rev. Marshall Blalock (First Baptist Church pastor), Susan Griffin (Project Manager for Neighborhood Services), City of Charleston Planning Commission; and Bill LeFevre (Bayview Farms Homeowner)

The meeting was called to order at 6:30pm by Mr. Tisdale

Soccer Field Development

Rev. Blalock informed the group that the church has been sharing maintenance costs with the city of Charleston of the dirt road off of Ft. Johnson Rd which runs behind many BVF homes. First Baptist has reached a memorandum of understanding [MOU] with the city of Charleston so that now the city will totally maintain that road. Pending the sale of the First Baptist property to a developer, the city of Charleston will pave the road; install curbs, sidewalks, trees, and street lights. There will be no on-street parking. It is hoped that the paving will begin in Jan. or Feb. 2017, but it is more likely to start in April or May 2017. This project will take at least 6 months, if not longer, to complete.

Susan Griffin informed the group The Planning Commission has to approve the plans for the new neighborhood [low density, less than 90 single family homes], then the developer has to be approved by the Technical Review Committee [TRC]. At this point, BVF has to present their concerns, suggestions to the TRC.

Concerns discussed as followed:

1. Dust: the road will be paved.
2. Security issues: in the past vandals and thieves have entered BVF homes from the area behind the dirt road. BVF proposes that the developer build a 6 ft. fence between the road and the back of BVF homes. BVF proposes street lights will be darkened on the side to prevent shining into BVF homes in addition lights on the soccer fields to be installed so that they cast light down on the field and not onto BVF property.
3. Storm drainage: There have been issues of fertilizer from the soccer fields draining into BVF ponds and causing fish kill and algae growth. BVF wants to be sure that drainage occurs into a retention pond at the back of the developed property and not into BVF ponds.
4. Speed humps should be placed on the new paved road. BVF will have to request this by contacting the city Traffic and Transportation Dept. assistant director Robbie Summerville.
5. BVF will investigate hiring an attorney to present our concerns to the Technical Review Committee [TRC].

Prior Meeting Minutes

Mr. DeSimoni presented the draft minutes of the **5/10/16** meeting. VP made a **motion to approve the minutes** as presented. Mr. Tisdale seconded the motion. All in favor, the **motion carried**.

Financial Review

Mr. DeSimoni reviewed the Bayview Farms financial summary through June 30th, 2016 sent via email to all Board Members. As of 6/30/16 there is \$49,874.03 in the operating account, \$71,990.52 in the reserve account, \$56,115.84 in the reserve disaster account and \$13,699.63 in the legal account. The Board reviewed the current status of the accounts receivables.

Special Assessment

Mr. Perna presented the draft cover letter. Edits were discussed. The Board approved the draft letter to be included in the meeting notice.

Interest Rates

Mr. DeSimoni presented the current CD interest rates for various banks. After discussion, no further action was taken

Playground Lighting

Mr. DeSimoni informed the Board of a conversation with FX lighting in which prior to a lighting bid being applicable, a power pole would need to be established near the playground. After discussion in regards to funding, the topic was tabled.

Tree Limbs

Mr. DeSimoni informed the Board that he is still in progress of getting Natural Directions to assess the tree concerns along Bayview Farms Blvd

Pond Aerator

Mr. DeSimoni informed the Board of pond concern in which the Lake Doctors had provided a aerator quote because they are not able to access the pond to recent construction of a sea wall. After discussion in regards to funding, the topic was tabled

Landscaping

Mr. Tisdale expressed to management landscaping concern at the front entrance and Clark Sound Circle entrance. Specific areas of overgrowth and dead shrub removal were discussed. Mr. DeSimoni informed the Board that he had a onsite meeting with Pleasant Places this Thursday and would inform them of scope of work.

Violations

Mr. Tisdale requested management review the current state of homes in need of pressure washing and yard maintenance. Mr. DeSimoni informed the Board that a violation log was available upon request in which states the homes that are currently in violation and being fined. Mr. DeSimoni also stated he will be in the community on Thursday to review.

Next Board Meeting Date

September 6th, 2016 at 6:30pm

Adjournment

With no further business the meeting was adjourned at 8:15pm

Respectfully transcribed by,
Danny DeSimoni, CMCA, Sentry Management, Inc.

Reviewed and Approved by

Bayview Farms Homeowners Association, Inc.

Date