

BEAR PAW SERVICE DISTRICT BOARD OF DIRECTORS

Organizational Meeting Minutes

July 3, 2010 – 9:00 AM

Directors Present: Jack Smith, Steve Darnell, Dave Jacobs, Arthur Lecours, Dave Black, Ron Taylor, Jim Awbrey via telephone, (Randy Barton & Chrissie Howard)

Directors Absent: None

Others Attending: See attached list (Attachment #1)

Call to order: Steve Darnell called the meeting to order

Mr. Darnell began by stating he could not step up to Chairman due to business matters. Mr. Darnell lists the new board members and what their roles on the board will be:

Jack Smith	Chairman
Steve Darnell	Vice Chairman
Dave Jacobs	Finance Officer
Ron Taylor	Assistant Finance Officer
Arthur Lecours	Secretary
Dave Black	Director
Jim Awbrey	Director

Mr. Darnell makes a motion to accept the new board as presented. Mr. Lecours seconds the motion. Motion is passed unanimously. Mr. Smith states the next order of business will be the reading of the minutes.

Reading of Minutes:

Mr. Lecours states he has read the minutes and they are very accurate. Mr. Jacobs makes a motion to suspend the reading of the minutes and accept them as they are. Mr. Darnell seconds the motion. Motion is passed unanimously.

Financial Report:

Mr. Jacobs states our fiscal year runs from July 1st thru June 30th. Mr. Jacobs states Mr. Smith prepared the July 1, 2009 thru June 30, 2010 budget report that is being presented today. Mr. Jacobs delivers the report (Attachment #2). Mr. Jacobs states the bottom line is we operated within our budget this past year as you can see on the report. There are a couple of adjustments to make, per our auditors request, for the audit. Our auditors suggested we amend and bring forward any unused funds. Mr. Jacobs states he has a list of budget amendments (Attachment #3) and provides copies. Mr. Jacobs goes over the amendments and states the total amount to be moved is \$10,950 in preparation for the audit. Mr. Jacobs makes a motion to accept the budget amendments as is listed. Mr. Darnell seconds the motion and asks if there are any questions. Mr. Smith states this will bring large items into focus and they will balance. We are just cleaning up for the auditors. Mr. Taylor states if we only have these few adjustments to make then hats off for a job well done. Motion is passed unanimously. Mr. Jacobs states we have two balances to carry forward. Roads portion of the budget not spent was \$5,500. This will be carried forward into the new 2010/2011 budget. Clubhouse Modernization funds of \$11,000 will be carried forward into the 2010/2011 budget as well. Mr. Jacobs states we are in the process of spending money on the renovation of the bathrooms. Mr. Jacobs asks if there are any questions. Mr. Jacobs makes a motion to move forward from the 2009/2010 budget, \$5,500 from Roads and \$11,000 from Clubhouse Modernization into the 2010/2011 budget. Mr. Lecours seconds the motion. Motion is passed unanimously. Mr. Jacobs asks board members to please see Chrissie to sign bank documents before leaving the meeting. Mr. Smith calls for Randy Barton to present the managers report.

Manager's Report:

Clubhouse: Mr. Barton states the All-Dry system is working fine. The upstairs looks great thanks to the ladies and all the volunteers who helped. The frayed wires in the skateroom have been repaired. There is another wire that needs repairing but it will be taken care of. Mr. Barton states we have a plan in place for the restrooms and have already began the process of renovating. We did find out from the plumber that the source of the odor is coming from the main drain in the restroom. We plan on taking these drains out. Mr. Lecours asks Mr. Barton if we are going to put out portable toilets. Mr. Smith states he would like to answer that question. Mr. Smith states there are two options. One is we can operate with one bathroom until after Labor Day. Mr. Smith states his objection to portable toilets. Jean Murtagh asks Mr. Barton if he checked to see how many toilets we are required to have for the number of people at the pool. Mr. Barton answers yes. He states he checked on this and we are fine while we are under construction. We will post a sign and the health department will work with us during this time. Mr. Barton states the roofer is scheduled to come out and work on the pitch pockets. He also states Terminex will be coming out to take care of the Powder Post Beetle problem. Mr. Barton states he has been working with the electrician on getting an exhaust fan for the upstairs. He has also been informed we are required to have a water system at the clubhouse so we will be putting in a water cooler.

Roads: Mr. Barton states he and Mr. Awbrey met with Larry Crisp and discussed prices. They will be taking a detailed look and develop a priority list.

Zoning: Mr. Barton states the problem with water running off at the tennis courts has been identified.

Fire Wise Program: Mr. Barton states we received the contract for the Fire Wise Program in email form. We emailed this form out to everyone that is on our email list. Charles Choplin stopped by the office and picked up the contracts that have already been turned in. Work may begin in 6-7 weeks.

Mr. Taylor states he thought we were going to put in a water fountain. Mr. Barton states the majority of the board pulled for the water cooler. Mr. Taylor asks if we will be under a contract and Mr. Barton answers no. Mr. Jacobs suggests we go with the water cooler for 3 to 4 months and see how it goes.

Brooks Chesser states he thought with the Fire Wise Program if your property was too steep they would put everything up to the top of the hill. What if this is out in the road, next to the road, etc. Mr. Chesser asks if any thought has been given to the Service District facilitating someone coming into Bear Paw with a chipper to take care of this. Mr. Barton states he will check but he thought a chipper was brought in by the North Carolina Forest Service when they started the Fire Wise program. Mr. Darnell states we will check on this to make sure. Jim Kelly asks Mr. Barton if we will provide cups for the water cooler. Mr. Barton says yes and that we can get 200 cone cups for \$3.75. Mr. Kelly asks if this is less expensive than a water fountain. Mr. Barton states sanitation was a concern with us using a water fountain. Mr. Smith states we can see how it goes with the water cooler for a few months and then make a decision.

Phyllis Hoines states she is concerned about the debris on Cherokee Circle. Is the Service District or the homeowners responsible for cleaning up the debris? Mr. Barton states he was unaware of the debris on Cherokee Circle but he will take a look at it. Mr. Darnell states he was unaware of the problem as well but it will be looked into.

Mr. Smith states Mr. Jacobs has prepared a calendar of dates for the 2010/2011 Service District Board Meetings. Mr. Jacobs presents the dates as follows:

Saturday, October 23, 2010	Regular Meeting
Saturday, March 12, 2011	Regular Meeting
Saturday, May 14, 2011	Budget Hearing
Saturday, May 28, 2011	Regular Meeting
Saturday, July 2, 2011	Organizational Meeting

Mr. Jacobs asks if there is any conflict from other board members with these meeting dates. Mr. Lecours makes a motion to accept these dates as presented. Mr. Taylor seconds the motion. Motion is passed unanimously.

New Business:

Mr. Darnell states everyone needs to get the word out about the Fire Wise Program as this is a tremendous opportunity. Mr. Darnell states we also need to take a look at putting a Substation inside Bear Paw. This would benefit the homeowners and lower the cost of their insurance. Mr. Darnell states the board may be unable to do this by themselves but believes we as a community may be able to. The fire department is willing to work with us on this. Mr. Darnell states we should address this at a later date. Bob Schrader asks how a homeowner would know if their neighbor has signed up for the Fire Wise program. Mr. Darnell suggests we do a color coded map that will show which properties have signed up. Mr. Barton states if someone is concerned about a certain lot they could just ask him. Mr. Darnell states a visual is a good way for everyone to know. Mr. Jacobs tells Mr. Schrader he can get with Mr. Barton if he has any questions. Mr. Barton states Mr. Choplin said he would write a letter to the property owner of a lot someone is concerned about. Jim Kelly asks if they are going to do something about the kudzu. Mr. Kelly states the fire department has suggested something be done about the kudzu in Bear Paw. Mr. Barton states we will find out. Steve Jones states we need to make sure the Service District property is identified

and submitted. Mr. Taylor states we do need to do something about the kudzu. Brooks Chesser states the Forest Service will probably just cut and grind it. Jim Kelly states the power company has been spraying the kudzu that is around the power lines. There is a company in Andrews that does this. Steve Jones states the product that is used to spray requires a permit to use. Mr. Smith states this is going to be similar to the Fire Wise program where each homeowner is going to have to step up and take care of their own property. Mr. Darnell asks if we could team up with the power company and tag into their contract and get a quote. Mr. Barton states he will check in to this. Bob Schrader asks if the condo people are aware of this. Mr. Smith states he is not sure. Mr. Schrader states he will be talking with the condo owner's and will mention both the kudzu problem and the Fire Wise program to them. Jean Murtagh states Mike Matheson owns the condo's property. Dottie Chesser asks if this kudzu spray will kill the trees.

Mr. Smith states Jean Murtagh has placed brochures on the table for everyone. Please take one before you leave. Mr. Smith states these are brochures about recycling and it would be helpful for us to recycle. Jean Murtagh states the first time you go to the recycling center you apply for a card. The next time you go back your card should be ready. There are two recycling locations. One is in the industrial park and the other one is behind Quizno's. Mrs. Murtagh asks under Maintenance on the budget report, what was allowed for the clubhouse building maintenance. Mr. Smith states we will take a look at this. Mr. Jacobs states right now our money is in Clubhouse Modernization. Once we complete the clubhouse modernization, we will have a line item.

Mr. Lecours states the DJ that was scheduled for the dance Saturday night at the clubhouse, has cancelled. Saturday nights dance has been called off.

Mr. Taylor asks Mr. Darnell if he has gotten anywhere on upgrading the website. Mr. Darnell states we have not pursued this. We may have to budget someone to manage it. Mr. Darnell states Chrissie and Randy do a good job but people don't realize what is already there. Mr. Smith states if something is given to Chrissie she can get it on there. Mr. Taylor states we could put pictures of activities, people, etc. of Bear Paw on the website. Jean Murtagh states the website was set up for informative purposes and not to be a social network. Mr. Smith states Mrs. Murtagh is right about this. Denise Wise states you would have to be careful about putting pictures of people on the website. This could cause a lot of problems.

Mr. Smith states board members need to be quicker about getting back to Chrissie on the minutes so she can get them posted on the website. Steve Jones states with a professional web page manager you can tell how many people are hitting the website. Mr. Darnell states we are urging people to utilize the website. Mr. Barton states anything he posts on the website is approved by the editorial committee first. Denise Wise states she would like the office days and hours posted on the doors and the website so people will know when someone is in the office. She would also like phone numbers posted as well. Bob Schrader asks how many people we have on our email list. Chrissie states she is not sure of the exact number but everyone that has provided an email address is on the list. Brooks Chesser states keep in mind that in the past the minutes were not posted until after they had been approved and a lot has changed. Mrs. Murtagh states we could post Trisha Swiger's activities calendar on the door and it is already on the website. Mr. Smith states we have always had our office days and hours posted. Chrissie is scheduled to work Tuesday, Wednesday and Thursday and Randy is in the office Monday, Tuesday, Wednesday and Friday. Denise Wise states it has not been on the door the past couple of months. Mr. Darnell states the marina has offered to let us put up a bulletin board down there. This is a good idea because most of the people here are either down at the marina or at the clubhouse. Mr. Smith states if a person wants information it is there and available to them. Let's put this to rest. Denise Wise asks if the playground and tennis courts are going to have more money. Mrs. Wise states she has asked permission to buy a bench. Mr. Smith tells Mrs. Wise she and he have talked about this and she needs to send this to Mr. Jacobs or Mr. Barton. Jean

Murtagh asks how to go about spending money or buying stuff for the gardens. Mr. Jacobs explains that there will be one person in control of the spending and this will be Denise Wise if she agrees. Mrs. Wise agrees to this.

Ron Taylor states he is concerned about our election process. He states his concern is over people running around a month before the election collection proxies. Mr. Taylor states he has not looked at the By Laws but way back when it wasn't done like this. Mr. Taylor states he does not agree with this being done that way and we should take a look into this. Brooks Chesser states one of the problems if there were no proxies would be that homeowners who were unable to attend the election could say this was unfair. Steve Jones points out this is a BPPOA meeting matter and not a BPSD meeting matter.

Mr. Smith makes a motion to adjourn the meeting. Mr. Lecours seconds the motion. Motion is carried and meeting is adjourned at 10:30 am.

Date

Arthur Lecours, Board Secretary

*Attachments:

- Attachment #1 Attendance/Speaker Sign-In Sheet
- Attachment #2 July 1, 2009 thru June 30, 2010 Budget Report
- Attachment #3 Budget Amendments