

**BHVA Board Meeting  
July 17, 2018**

**MEETING CALLED TO ORDER:** 3:21 PM

**ROLL CALL:** (PRESENT) Marina Watts, Emil Yappert, Bob Erbe, Jan Carter, Josie Seymour & Lauren White; also present for a portion of the meeting were two Bay Village residents, Barbara and her daughter Barbara; (ABSENT) JoAnna Rottke

**READING OF THE MINUTES:** At the 6/12/18 meeting, the Board decided that moving forward we'll review the minutes prior to the meeting rather than reading the minutes at the beginning of the meeting. In accordance, Lauren had distributed the 6/12/18 minutes to the Board via email several days prior to this meeting. Emil moved to approve the minutes of the 6/12/18 meeting, Bob seconded.

**LEVEE REPORT:** Emil reported that the beautiful levee planting area is in "maintenance mode".

**PHONE REPORT:** Bob provided a list of Bay Village calls having been received as follows: 3 Architectural/Complaint Committee-related calls, 1 dues-related call, 3 real estate-related call and 8 "general" calls from 6/12/18-7/15/18.

**NEWSLETTER EDITOR'S REPORT:** As JoAnna was absent there was no Newsletter Editor's Report.

**TREASURER'S REPORT:** As JoAnna was absent there was no Treasurer's Report.

**ARCHITECTURAL/COMPLAINT COMMITTEE REPORT:** Jan provided a working spreadsheet detailing new and open complaints. The Board discussed these developing situations including deciding what steps to take moving forward.

**NEW BUSINESS:**

1. JoAnna is in the process of moving the bank accounts to Bay Federal Credit Union. The Board decided Emil will be a third signatory on the accounts in addition to JoAnna and Josie.
2. The cost of the recent mailing was \$2,176; this mailing was larger as it included the (every two years) Age Verification and new Bay Village Rules & Regulations. For the first time, the printers did everything including envelope stuffing, labeling and postage.
3. The Board agreed to purchase an inexpensive folding table to use in the storage space while filing. Josie moved to approve, Lauren seconded.
4. With regards to the Bay Village business phone line:
  - a. The Board agreed to change the outgoing voice mail to provide general information.
  - b. Marina will call AT & T about setting up the Bay Village cloud-based phone system to allow Board members to make Bay Village-related calls using their personal phones in such a way that our Bay Village number comes up on caller ID - this will help keep Board members personal phone numbers private.
5. Lauren, Marina, Bob & Jan will assist JoAnna with filing the 2018 Age Verification forms.
6. The Board discussed the November Annual Meeting as far what we can do to encourage homeowner participation.
7. The Board discussed notes Marina had taken during a one hour discussion she had with our attorney for advice on how the Board should handle complaints (in general) moving forward.

**Our next meeting is August 21, 2018 at 3:15 PM**

**MEETING ADJOURNED:** 5:10 PM