

BHVA Board Meeting August 20, 2019

MEETING CALLED TO ORDER: 3:10 PM

ROLL CALL: (PRESENT) Marina Watts, Barbara Adamski, Bob Erbe, Lauren White, Emil Yappert, RitaAnne Tripp & Jim Borrego

READING OF THE MINUTES: The July 2019 minutes had been emailed to the Board for review prior to the 8/20/19 meeting, Bob moved to approve with two corrections; Jim seconded.

TREASURER'S REPORT:

1. RitaAnne presented the July 2019 Cash Flow Statement. Lauren approved the Cash Flow Statement, RitaAnne seconded.
2. The Board reviewed two bills: one to JoAnna for \$1,200 payment on her bookkeeping contract (\$600 remains outstanding for her \$3,300 contract), the second to repay Emil \$110 for weeding of the levee. Lauren approved payment of the bills, Barbara seconded.
3. Just over 100 owners are late with their Dues payments. The 2nd notices will go out September 15, 2019.
4. JoAnna will continue as Bookkeeper with an "early estimate" of \$100/month for the remaining 8 months; she will give 60-days notice if she intends to resign.
5. JoAnna will prepare the postcards for the annual meeting including liaising with the Printer and getting them mailed out for \$60.
6. After some discussion, the newsletter will be sent to owners and tenants, the postcard for the annual meeting to owners only. Bob moved to accept, Jim seconded.
7. In response to a question from an earlier meeting, the YWCA charges \$30/month plus an additional \$30 for the annual meeting in November.

DUES LATE PAYMENT FEES. Bob moved to change the due payment late fees to \$10 and to levy a 12% annual interest rate fee in addition to the late fee for dues received after September 15, 2019. Emil seconded.

NEWSLETTER REPORT: The Board discussed various article ideas for the next newsletters. Articles for the newsletter will need to be to JoAnna by September 1, 2019. This next newsletter will be the last paper newsletter.

WEBSITE LIASON: Barbara worked with Melody to make a few corrections to the website.

LEVEE REPORT: Emil supervised weeding of the levee.

PHONE REPORT: Bob provided a list of Bay Village calls having been received as follows: 2 Architectural/Complaint Committee-related calls, 5 real-estate related calls, 8 dues-related calls and 4 "general" calls from 7/22/19-8/19/19.

ANNUAL MEETING: Marina, Barbara and Lauren will make up the Annual Meeting Sub-committee and will arrange a time to meet to start planning.

ARCHITECTURAL/COMPLAINT REPORT: The Board reviewed two current complaints and one new complaint; action on the remaining current complaints was discussed. Two complaints were closed since the last board meeting.

MEETING ADJOURNED: 5:02 PM

ATTACHED:

BVHA Monthly Cash Flow Statement July 1-31, 2019

BAY VILLAGE HOMEOWNERS ASSOCIATION
MONTHLY CASH FLOW STATEMENT
JULY 1 - 31, 2019

OPERATIONS		BEGINNING BALANCE	(1,922.00)
Deposits			
Assessments	18,666.00		
RE Sale Transfers	40.00		
Other	100.00	newsletter ad (Coastal Pack & Ship)	
	18,806.00	total deposits	
Expenses			
7/1 debit card		(131.02)	USPS - postage for annual docs*
7/9 debit card		(14.00)	USPS - two oz stamps**
7/10 debit card		(25.20)	Staples - asmt. supplies
7/6 CHK 1051		(20.19)	AT&T voicemail
7/10 CHK 1052		(205.00)	Paul Gullion - Jun services
7/10 CHK 1053		(1,500.00)	JoAnna Rottke - July bookkeeping
7/15 bank chg		10.00	Bank chg reversed (see Jun 29)
7/29 bank adj		(51.00)	duplicate item (bank error see 8/6)
7/29 bank adj		(102.00)	duplicate item (bank error see 8/6)
7/29 bank chg		(10.00)	maintenance fee
	total expenses	(2,048.41)	
*O=outstanding		ENDING BALANCE	14,835.59

LEVEE		BEGINNING BALANCE	2,416.67
Deposits			
Donations	2,434.00		
Expenses			
	total expenses	0.00	
		ENDING BALANCE	4,850.67
RECONCILED BANK BALANCE			19,686.26

MEMBER SAVINGS (not available)		BEGINNING BALANCE	0.00
Bank hold	5.00		
		BALANCE	5.00

LEGAL RESERVE		BEGINNING BALANCE	84,468.14
Deposits			
Interest	39.47		
Acct. Transfers in	0.00		
Acct. Transfers out		0.00	
		ENDING BALANCE	84,507.61

TOTAL CASH AVAILABLE 104,193.87

*actual postage for mailing was \$246.02, reflecting balance on account of \$115 (see 5/23/19)

**two-oz stamps for remailing of returned annual packets