Minutes

Emerald Plantation Master Association, Inc.

Annual Meeting, Saturday, May 28, 2016

President Victor Wilson called the meeting to order at 10:00 a.m. and introduced the current Board Members: Al Smith, Charles Marston, Ed Cox, Anne-Marie McDonald and

Kevin Hanratty.

President, Victor Wilson explained that Ed and Charles are rotating off the Board this year. Ed has served the board from 1994 – 2016 and a special recognition was given to him for his service over the years. Charles was also thanked for his service to the Board as Treasurer.

Sandy Helms, Secretary, called the roll. President Victor Wilson certified there was a quorum present including proxies.

Sandy Helms read the minutes from the 2015 Annual Meeting. The minutes were approved as read.

Charles Marston, Treasurer, reviewed last year’s financial statement which was sent to each member prior to the meeting as well as the 2015/ 2016 budget. He reported fiscal 2015/2016 –total $112,774 spent versus initial budget $108,000. Approximately $6,000 invoices are pending. $10,000 is available in checking account. $120,000 total in all reserve accounts and no long term debt.

For fiscal 2016/2017, total budget of $98,100 is proposed. This accounts for $ $62,000 nondiscretionary, $23,000 discretionary and $13,000 for a reserve contribution.

Pool contract increased from $5,350 to $6,350. This adds additional pool maintenance for the off season.

Long-term potential needs include bulkhead replacement now estimated at $110,000, and street repair and repaving now estimated at $120,000. A question of whether to continue to increase the reserve fund or consider an assessment at the time these needs occur was posed to the community. This initiated a discussion of this issue.

President Wilson addressed the 2016/2017 budget and called for approval. The motion was seconded and approved.

COMMITTEE REPORTS:

Architectural Committee: Gil Lowery read the guidelines for Architectural Committee that are on our website [www.emeraldplantation.org](http://www.emeraldplantation.org).

Pool: Anne-Marie McDonald reported the pool is open and is in very good condition. She encouraged everyone to see her and get pool passes. Bluewater has been contracted to service and maintain the pool year-round and is doing an excellent job, including cleaning the bathrooms. Umbrellas have been purchased and installed around the pool and on the club house deck.

Club House: Ed Cox reported that the club house is over 30 years old and considerable maintenance work needs to be done. This will be a priority item for the Board. Ed encouraged members to contact Nancy Cox to reserve the club house for all functions.

Tennis Courts: Al Smith reported that the condition of the tennis courts is under evaluation and a method for repairing the cracks is under consideration. Anne- Marie McDonald will be in charge of the tennis courts with Al helping with maintenance.

Dock Master/Boat Storage: Tom Ross is trying to identify who owns each boat and stated each boat must have an Emerald Plantation sticker on the boat and trailer.

Gatehouse: Al Smith explained that the gate and gate house are 30 years old and general maintenance has occurred only as needed. Our board recognizes the need for a complete makeover of this area and has approved up to $5000 to accomplish this objective. Joe Poole, a proposed new board member, will assume the responsibility for the upgrading along with overseeing the normal operations of the gate area. Joe also reported that cameras are on at the gate and if anyone breaks the gate, they will be identified and charged for the repair.

Landscaping – Planning: Al Smith reported that we spent $10,000 upgrading the community property. Brick walls were added at the entrance and in the three circle areas, as well as two new brick planters. The security fence has been repaired in four areas. Trees have been replaced on the Townhouse berm and perennials planted. Crepe Myrtle trees were planted along the street across from the club house and a sprinkler line installed to water these trees. New shrubs have been planted in the boat dock area to upgrade this area and the circle is being refurbished with seasonal plants. The old wooden community signs are being replaced with new composite signs, and plans are also underway to extend the brick wall from the canal to the pump house. The entrance to the shopping center is under consideration; however, the center isle is a shared responsibility with York Properties, We will be working with the shopping center to upgrade this area.

Roads and Lighting: Kevin Hanratty reported that the lights in the community are routinely maintained and problems as identified are being corrected. Al Smith reported a street resurfacing contractor Onslow Paving was called in to evaluate our community streets. The contractors report concluded that our streets should be satisfactory for up to TEN years with normal annual maintenance. After this estimated time our streets probably will need resurfacing and at today’s cost this would be about a $ 120,000. It was suggested we start planning for this expenditure.

Neighborhood Community Watch: Al Smith reminded the members that Robert Helms is the representative for homeowners on Emerald Circle, Anne-Marie McDonald for Plantation Drive and Townhouses and Al Smith for Emerald Plantation Road. Should any unusual situations develop these are our contacts for these streets.

Election of New Directors: A motion was made and seconded to elect Dave Chenoweth and Joe Poole to the Emerald Plantation Masters Association Board. Victor announced that the Board meets the third Monday each month at 6:30 in the club house and members are invited to attend these meetings.

Old Business: Bulkhead – The future of the bulkhead continues to be under study. A path forward for this area was discussed and, it was proposed that Anne-Marie McDonald and Gary Vaccaro, from the Townhouse Association, define and bring to the Master Association suggestions for consideration for this area. To be noted it is reported, based on an engineering study, no safety issues exist today that would adversely affect the foundations of the town houses. To replace the canal bulkhead at today’s cost is estimated to be $110,000.

New Business: A motion was entertained and passed to increase our monthly dues by $5.00 per month ($15.00 per quarter). The purpose for the increase is to provide additional funds for sizeable projects we will face in the future without having to consider an added assessment. The two areas under consideration are the canal bulkhead replacement and our street repaving. This dues increase will be incorporated in the new budget beginning with July billing and will apply to the remaining nine months this fiscal year.

Angie Staebler asked the Board to address the subject of fences in the community. Kevin Hanratty advised that his research on the subject indicates that the Covenants prevent fences on property boundaries and the By-laws prohibits fences altogether. The Emerald Plantation Masters Association Board has the authority to modify the By-laws, but it takes a community vote which must be registered on the county books to change the Covenants. It was proposed a committee be formed under the direction of Keven Hanratty to study this issue and make a proposal to the Master’s Board suggesting any change in the By-laws.

Dixie Noble asked the Board to investigate a safe and easy way for homeowners to put their Kayak’s in the water at the boat ramp. Tom Ross will take on this responsibility and report back to the Board.

Motion was made to adjourn.

Respectfully submitted,

Sandy Helms, Secretary