**Minutes**

**EPMA Monthly Meeting**

**April 19,2021**

**6:00 PM**

Present were: Lydia Lewis, Gil Lowery, Myrtle Palmer, Darcel Browning, Samantha Gomez, and Sandy Helms.

Lydia opened the meeting.

Minutes from the March 2021 Board meeting were approved.

Darcel Browning gave the following Treasurer’s report:

Reconciled Reserve Fund from February 28, 2021 $ 125,407.26

$15/month X 110 properties $ 1,650.00

Refundable landscaping deposit – Maynard $ 1,000.00

Interest Income $ 1.08

Service Charge (was refunded by bank to checking account) $ (8.00)

Reconciled Reserve Fund Balance March 31, 2021 $ 128,050.34

Operating Fund Balance $ 43,496.86

Dues outstanding > 90 days $ 26.23

*As stated in our March minutes, the following information is important as we transition to a new CPA firm:*

**Our new CPA firm effective April 1, 2021:**

**Banks, Gray & Crumpler, PLLC**

**P.O. Box 4365**

**Emerald Isle, NC 28594**

For questions on your account please call 252-354-4800. As we transition to this new CPA firm it is important that we have the correct contact and mailing information for everyone in the community. Please be sure to fill out and send in the form that is enclosed in your recent dues statement.

Treasurer’s report was approved.

**Committee Reports:**

**Gate and Gate House:** Myrtle reported that the new gate and the security fence have been completed. Adjustment is being made on the final bill for the fence and will be paid shortly. The gate code will be changed July 1, 2021 and the new code will be sent to all homeowners in their quarterly dues bill. It was emphasized that it is very important that homeowners do not give out the code. We have successfully secured the property with a gate and fence, please help us keep it that way. If you have a function at the Club House or your home, please let Myrtle or Kevin know so the gate will be left open for an allotted time so all the guests can get in the gate without giving out the gate code. Myrtle also encourages all homeowners to have an automobile remote. If you need one, please contact Myrtle as she has several programmed and available for $10.00/each.

Curtis and Debra Davis, Homeowners, have volunteered to donate new blinds for the Gate House. The Board members will be working in the Gate House to organize and clean before the new blinds are installed.

 **Pool:**  Pool will be opened May 15 – October 15, 2021. Pool hours 9:00 A.M. – 7:00 P.M. In order for us to maintain pool hours we need volunteers to help monitor and close the pool. Please contact Lydia Lewis if interested.

**Lights:** No report

**Tennis Court:** We plan to use one of the tennis courts as a pickleball court. The pickleball court will be lined but will still be used as a tennis court.

**Landscaping:** Sixtos is very busy mowing, etc. He has 40 yards of mulch that will be spred in needed areas within the next week or so. Gil Lowery reported we are experiencing a lot of problems with the roots from the Maple trees planted around Emerald Circle. The roots are causing the sidewalks to break thus causing uneven sidewalks and if not removed will probably start causing problems with the roots running under the streets causing more damage. Myrtle will get an estimate on how much it will cost to have all the trees removed and the stumps ground up and debris removed.

**Irrigation:** Rick Stepputtis has completed the layout of our neighborhood’s irrigation system and all the control locations and directions. Rick has made detailed notes and will be working to get the areas not presently covered by the irrigation system up and running. The system has been turned on and will be watering daily in the early morning hours.

**Architectural Committee:** Myrtle reported that two new homes are presently under construction – 411 Emerald Circle and 8708 Emerald Plantation Road. She also reported that the new home on 414 Emerald Circle has been completed and is now occupied. The contractor damaged the sidewalk that ran along the side of the house and we had to have it removed and a new sidewalk installed. The contractor had to forfeit his deposit of $1,000 to pay for the new sidewalk. The sidewalk at the corner of Emerald Circle also had to been removed and a new section installed. We will continue to improve the sidewalks throughout our community.

**Communications:** The Board thanked Samantha for designing and printing the newsletter that was sent with the quarterly dues. She has graciously agreed to continue to do the same for future newsletters.

**Club House:** At the present time the Club House can be reserved and groups of 50 people are allowed under the up-to-date Covid rules. Please contact Sandy Helms (252-241-1621) to make reservations.

**Social Committee:** Samantha reported that the first Family Movie Night was held Friday, April 16th at 8:30 P.M. The movie, The Secret Life of Pets, was shown. Plans are being made for future movie nights over the summer months and those will be advertised.

**Boat Storage:** We are at full capacity in the boat storage area. Samantha presented a draft of possible new regulations. Based on such a lively discussion, Lydia has charged the Board to meet to discuss this as a subcommittee. Boat Storage Manager, Evans Stout will be invited to attend this discussion, her input will be important as we move forward.

**Roads:** Myrtle reported that she met with Onslow Paving and got an estimate on paving the roads from Highway 58 throughout the community. From Highway 58 to the Canal $47,063, our portion is 40%, $18,825, (York Properties – owner of the Shopping Center will pay 60%, $28,238. From the Canal through the community will be $189,747, so combined, our portion would be $208,572 and shopping center portion $28,238. We would also contact the church and Ace hardware to ask them to contribute to the project. Total at today’s cost the total would be $236,810. We anticipate that within the next five years we will need to completely resurface the roads so this estimate gives us an idea of how we need to be preparing.

**Canal:**  The fountains for the canal have been delivered but have not been installed in the Canal because we are experiencing difficulty getting an electrician to run the electrical lines.

**Annual Meeting:**  Due to changing the CPA firm and not getting the new budget figures for 2021-2022 in time for the mailout, the Annual Meeting date has been changed to Saturday, May 15th at 3:00 P.M. The meeting will be followed by a catered meal at 5:00 P.M. Annual Meeting package will be mailed immediately and will include information regarding the social.

**New Business:**

**Future Yard Sales**: Due to a number of complaints we received regarding the gates left open for a yard sale, the Board decided that in the future Emerald Plantation will abide by the same rules other homeowner associations on Emerald Isle use, to not allow yard sales. The decision was unanimous and will be designated in the Rules and Regulations.

**Pet Poop:** Pet poop continues to be a huge problem. The Board has agreed to investigate the purchase of “pet waste stations” and place them throughout EP. If you see someone NOT picking up their pet poop, take a picture for the Board and they will be charged $50.00 for the first violation and $100.00 for the second violation.

No further business meeting was adjourned.