**EPMA Monthly Meeting**

**April 11, 2022**

**6:00 PM**

Present: Lydia Lewis, Samantha Gomez, Bruce Paetzold, Darcel Browning, Kevin Kimmel, Donna Grady and Sandy Helms.

Visitors: Myrtle Palmer and Frank Salvo.

Lydia called the meeting to order and thanked everyone for coming. She introduced and welcomed the newest Board member, Bruce Paetzold.

Sandy Helms, Secretary, made a correction to the March 14th, 2022 Minutes. It was stated that the Annual Board meeting would be held on May 14th, 2022. The date was changed after the March 14th Board meeting to May 7th, 2022. The Minutes were approved with this change.

Darcel Browning gave the following Treasurer’s Report:

Reserve Fund Balance February 28, 2022 $127,620.36

$15/month X 110 properties 1,650.00

Transfer to Checking (1,175.00)

Interest Income 1.09

**Reserve Fund (Money Market) Balance March 31, 2022 $128,096.45**

**Operating Fund (Checking) Balance March 31, 2022 $ 23,588.08**

Dues > 90 Days $ 799.56

She reported that the Reserve Fund as of March 31, 2021 and the Reserve Fund as of March 21, 2022 there is only a $25.00 difference due to all the expenses the HOA has had to pay out over the past year and these extra funds had to come from the Reserve Fund. More details will be given at the Annual Meeting.

Darcel reported a successful Self-Audit was conducted Saturday, April 9th 2022 at the Club House. As reported in the March 14th meeting, Lydia would appoint two non-Board members, Al Smith and Frank Salvo, Samantha Gomez, Board member, volunteered and Lydia Lewis was in attendance. Darcel will send a follow up and complete report to those who participated in the Audit for their signatures to be placed in a permanent file.

She reported that all Board Members can spend up to $200.00 with proper receipts. Anything over $200.00 expenditures will require a Work Order giving full details of expenditure, it must be signed with cost amounts and approved by the Board before the work is begun. Samantha Gomez, is now in charge of Contracts. She will make up a Work Order that will be used for all future expenditures over $200.00.

Darcel reported that a Planning Committee will be formed to look at all the EP amenities to project future upkeep and maintenance costs that will be needed for future budget planning. Darcel will Chair this committee.

**Boat Ramp**:

Lydia reported that work has already begun on the Boat Ramp and bids are coming in on resurfacing the Tennis Courts. An assessment will probably be made but the amount cannot be determined until all costs are in and work is completed.

Lydia recognized Bruce Paetzold,to give a report on repairing the Boat Ramp. (As reported in the February 21, Board meeting, Bruce is on the Boat Ramp & Dock Committee). He read the complete account of work that will be done to get the Boat Ramp repaired. He sent a copy to Darcel for the Budget file and to Samantha Gomez for a Work Order that will also be a part of the Contract file.

**Community Involvement:**

Lydia thanked Kevin Kimmel for the work he has done to up-date several light posts that are no longer in use – the insides have been hollowed out and in order to preserve them, Kevin built boxes for the tops and added a pineapple for decoration. Kevin also reported that we will be planning a Community Workday to repair and upgrade the play ground equipment. The date has been set for Saturday, April 30th. Kevin will check the equipment to replace any rotten wood and we will sand and stain to prevent further decay.

**Landscaping:**

Samantha reported Sixtos has ordered the mulch. The irrigation system is now up and running. She reported that the back pathway from Emerald Circle to Emerald Plantation Road is dark at night and residents do not want to use it. We need some lighting – she suggested that we purchase solar lights and see how well they will work. If that is not successful, electric lights will be investigated.

**Club House:**

The lights in the ceiling at the Club House need to be changed but the ceiling is so high a special ladder will need to be used. Samantha will contact two people she knows to see if they have a ladder sufficient to reach the lights. If that is not successful, Elect Tech will be called as they are the company that originally installed the lights.

**ACC Committee:**

Lydia introduced Frank Salvo to the Board. She has asked Frank to serve as Chair of the Architectural Committee. This committee chair does not have to be a Board member. The Board approved Frank to serve as Chair of this committee. Welcome Frank.

No further business, meeting was adjourned.