**Emerald Plantation Master Association, Inc.**

**Monthly Board Meeting**

**Date: August 19, 2019**

**Present:** Dave Chenoweth, Myrtle Palmer, Lydia Lewis, Brenda Payne, Ron Webb, Dixie Noble, Sandy Helms

Visitors: Molly Lula, Dave Branch, Al Smith

President, Dave Chenoweth, opened the meeting. Minutes from the June and July meetings were approved.

Dixie Noble, Treasurer, gave the following report:

Reserve income held in savings account $ 69,339.53 07/31/2019

Checking account per Quickbooks: $ 10,823.38 08/15/2019

 *(includes amount to be transferred into reserve account)*

April – August reserve amount held in checking $ 8,250.00 08/15/2019

 $15/mo x 110 properties x 3 months

Dues outstanding > 90 days $ 52.47 08/15/2019

Audit has been held and completed.

An invoice has been sent to Suzanne Popkin, KCB Management regarding the fence installed next door to Emerald Plantation’s property (Condos) that was destroyed by the Hurricane. There was a verbal agreement that they will pay half of the cost to install the fence since Emerald Plantation allowed them to use access to repair their boat docks and debris from the Hurricane was piled on our property for removal.

Treasurer’s report was approved.

**Gate**: The problem with the access to the gate was identified that the underground wire connecting between the keypad and the motor had to be replaced. The gate is now in good shape and working now. Dave has painted the bollard with two coats of paint and will be putting a stripe reflector that will be easily seen at night.

**Pool:** The bathroom had a substantial leak in the cabinet. Dave called Paradise Plumbing and as soon as it is dried out they will repair. As previously reported, there is considerable “wear and tear” that will need to be addressed at the close of the season.

**Tennis Courts:** The chain link fence by the boat dock was installed and the Tennis Court fence was repaired.

**Club House:**  We received three estimates to repair the ceilings. The work will be completed this week.

As reported in the July minutes,

Dave Branch attended the July Board meeting and requested that the Club House be used for homeowners and renters only on Thursday and Saturday’s for football and/or basketball. This will be a BYOB and not a drinking party. Dave will purchase and pay for two wide screen TVs and he will have internet installed at his expense. No music will be played outside. Smoking will be outside in designated areas. Dave will be fully responsible for cleaning the Club House and the grill (if the grill is used). Lydia Lewis and Brenda Payne met with Dave prior to this meeting and feel this is worthy of a trial run. This could be a good pathway for additional social activities throughout the year. It was determined that Dave will only use the Club House two Saturdays a month and two Thursdays a month. These dates will be place on the Club House reservation calendar ahead of time and allowances will be made if there is a major conflict.

**Community Signs:** No report.

**Streets**: See old business

**Lights:** no issues

**Boat Storage:** No report.

**Landscaping:** There is a dead tree on Emerald Circle. A letter has been sent to the owner of the rental house where the tree is located to have the tree removed and if it is not removed EP Board will have Sextos cut down the tree and will charge owner $200.00, the cost of removing the tree. A letter has been sent to another homeowner that the two lots in question need to be cleaned within 15 days or will have the lots cleaned and a charge of $100.00 per lot will be sent to homeowner.

 **Architectural Committee:** No issues

**Old Business:** There is a sink hole on Emerald Circle (as reported in the July minutes). It is probably due to Aqua pipes under the road for the sewage and Aqua packed DOT asphalt in the hole as a temporary fix. Ron Webb will contact Aqua before repairing the road.

 **Sea Wall**: The sand backfill has been completed. Due to the rain-caused erosion on several sections of the inside of the sea wall, Dave installed a double layer of landscape fabric to stop any potential erosion in the areas.

**Boat Ramp:** Outcome of results from the letter that was sent to the Homeowners regarding rebuilding the Boat Ramp. We received 60 out of 109 letters. Pretty much half and half – 29 yes, 32 nos. We did not get a clear majority. Myrtle Palmer suggested that there are a lot of legal questions regarding assessments, etc. that we need to address before making a final decision and suggested that our attorney, Frank Erwin, be contacted to talk to the Board and answer and interpret the By Laws and give the Board further directions. Al Smith addressed the Board and suggested that it would be to our advantage that the Board use the Emerald Plantation Masters Association Financial Management System that was adopted on October 12, 2016 that includes guidelines using a “Work Order System” and/or an “Independent Contractor System” and/or the “Annual Contract System”. Each Board member will be given a copy of this Financial Management System.

**Social:** A social will be held Labor Day weekend – Saturday, August 31, 2019.

**New Business:** As reported in the July minutes, President, Dave Chenoweth resigned as President effective September 1, 2019; therefore, Dave presented to the Board a “EP Infrastructure Project Renovation Needs” list for 2019-2020 identifying very high, high, moderate areas that need to be addressed. He also presented each Board member a copy of “EP Contractor Listing” that he has used over the years, identifying the type of service provided, contact person and their phone numbers.

No further business, meeting was adjourned.