**Emerald Plantation Master Association, Inc.**

**Monthly Board Meeting**

**December 16, 2019**

**Present:** Lydia Lewis, Dixie Noble, Gil Lowery, Brenda Payne, Kevin Kimmel, Dennis Goodwin

and Sandy Helms

Visitors: Al Smith, Brian Carpenter, Roy Staebler, Molly Laula

Lydia Lewis called the meeting to order at 6:00 P.M.

Minutes from November meeting were approved.

Dixie Noble, Treasurer, gave the following report:

Reserve income held in savings account $ 69,467.85 11/30/2019

Checking account per Quickbooks: $ 12,883.82 12/15/2019

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

April – December reserve amount held in checking $ 14,850.00 12/15/2019

$15/mo x 110 properties x 9 months

Dues outstanding > 90 days $ 24.00 12/15/2019

Treasurer’s report was approved.

The Board members were given a copy of the Profit & Loss Budget Actual for April 1, 2019 through December 15, 2019 for review as the Board starts working on the 2020 Budget that will be presented at the next Annual Meeting. It is necessary that the costs for the steps and platform that are being built and the cost of repairing the boat ramp be considered. A discussion followed regarding whether or not an assessment will be needed to cover these and other outstanding costs as a result of damages that were incurred from Hurricane Florence.

**First order of business:** Al Smith, Brian Carpenter and Roy Staebler, members of the Boat Ramp Committee, addressed the Board and recommended that the Board accept David Edwards, Coast to Coast Marine Construction bid that was presented at the November Board meeting. It was decided that the Boat Ramp Committee will give the Board a work order that will be a detailed scope of work and costs.

**Gate**: Kevin Kimmel reported the Gate is working properly – no issues.

**Pool:** Pool closed on October 15th. Blue Water stacked the pool furniture and umbrellas have been stored for the winter. As reported earlier there are several issues with the pool that need to be repaired before reopening the pool in the Spring. Lydia reported that Dan Caswell is getting bids from various pool companies for repairs to the pool and these repairs will be included in preparation for our 2020 budget.

**Tennis Courts:** no report.

**Club House:** Brenda Payne is in the process of re-working the Club House Reservation Agreement. Kevin reported that as soon as the weather improves the deck will be stained.

**Lights:** no report

**Boat Storage:**  Evans Stout donated a load of mulch that was put in front of the fence to the Boat Storage area. It was noted that perhaps some landscaping timbers in that area would help keep the mulch from washing away.

**Landscaping**: Gil Lowery reporting – Sixtos will be planting rye grass and during the winter months when he will not have to be mowing each week, he will use that time to catch up on pruning and other areas of landscaping.

**Architecture Committee:** It was noted that one of the houses in the Circle has siding that was damaged from Hurricane Florence that should have been addressed and replaced. The rental company and the owner will be notified by mail that this must be completed within a reasonable timeframe or fines will be charged.

**Social Committee:** no social being planned for the upcoming holidays.

**Old Business:**

**Street repair:** Gil Lowery reported that Aqua will be repairing the sewer lines that resulted in a pothole on Emerald Circle. This work should be completed by the first week in January, if not before.

**Storm drain at Townhouses:** Kevin reported that a plan has been made to correct the storm drain at the Townhouses next to the main entrance to the Community.

**New Business:** It was reported to the Board that an 18 Wheeler with a trailer was attempting to enter the EP community to deliver mulch. Myrtle Palmer happened to be at the Gate House and stopped the truck. She explained to the driver, as well as showing him, that a 18 Wheeler and trailer could not get around the Guard House and the curb, there just is not enough room. The driver had equipment to deliver the mulch with a small fork lift.

The Board discussed this situation and in order to prevent this from happening again, we need to install a sign at the entrance that will warn the drivers of the danger of trying to enter through the incoming gate. Lydia will have a sign made.

No further business, meeting was adjourned.