Emerald Plantation Master Association, Inc.

Monthly Board Meeting

January 18, 2016

Present: Victor Wilson, President, Al Smith, Vice President, Charles Marston, Treasurer, Ed Cox, Gill Lowery, Myrtle Palmer and Sandy Helms, Secretary.

Victor Wilson, President opened meeting. No meeting was held in December 2015. Minutes from November 9, 2015 meeting were approved.

Charles Marston - Treasurer’s report:

Checking Account total $24,400

Included in checking account are:

Contribution to reserve $10,900

Accounts due when billed $ 4,000 (chimney repair)

Reserve account $104,640

Treasurer’s report was approved.

Committee Reports:

Tennis Courts: As reported in November minutes, the asphalt sealer test has not been conducted due to weather conditions. Tests will be completed as soon as weather permits.

Landscaping: Winter rye grass was planted in the common areas. There is a need for a sprinkler system to be installed to water the Crepe Myrtle trees that were planted last spring across the street from the Club House. The water line will have to run from the Club House across the street and the street will be cut to accommodate this new sprinkler system. This will fall under the general landscaping maintenance and will be completed before the spring. Also, the landscaping for the Circle and other strategic areas are being addressed and annuals will be planted for color and beauty beginning in the early spring.

Gate: The incoming gate is not working. Al Smith will have an electrician look at the gate and the motor and try to determine what needs to be done to get both gates working properly. This is an old system and the later part of 2015 the motor on the outgoing gate was rebuilt and this could be the same problem with the incoming gate. Al will report back to the Board as soon as possible.

Pool: Al Smith advised that Anne Marie McDonald has volunteered to be the Contract Administrator for the Pool. Also, our current pool contractor elected not to extend his services after this year and Blue Water was contracted to provide this service.

Also, relating to the Pool, some electrical work needs to be corrected in the pump room and the bathrooms. Al Smith will follow-up on these repairs. Al also advised the Board that we have termite damage in the pool pump house. A claim has been filed and the repair will be made under the termite contract.

Club House: Lights on the outside of the Club House have not been working. Ed Cox advised that these lights are on a timer and he will investigate the reason and will get the timer working. The repairs to the Chimney have not been completed and the EP sign put back on the chimney. Victor will take the responsibility of seeing that this work is completed.

Lights: One of the lights at the end of the cul-de-sac on Emerald Plantation Road is out; however, there is a second street light in the area. It was determined we could eliminate the faulty street light.

Architectural Control Committee: Gil Lowery advised he has sent out several letters for various situations in the community that need attention. The Board agreed to review the procedures as defined by our “rules and regulation” and take the appropriate action.

Due to health issues, Gil resigned from the Architectural Board Committee effective next month. A new AC committee will be added to replace Gil.

Social Committee: Sandy reported that the Christmas Open House was enjoyed by all in attendance. She thanked Ed and Anne Marie McDonald, Betty Andrews and Neil and Jerry Robinson for their help in putting out the Christmas decorations around the Circle, decorating the Gate House and the Club House and a successful Open House. No plans are being made at this time for another social until early spring.

Community Watch Committee: Al Smith advised the Board that there have been some break-ins on Emerald Isle, and he advised that all residents keep their car doors and their houses locked. He also made the Board aware that the Town of Emerald Isle is looking into possibly hiring someone to work on Committee Watch for the town.

Planning Committee: Al Smith reported that various community projects have been completed including replacing and repairing all security fences, replacing the berm in front of the Townhouses and installing a stone wall at the Gate House and around a planter in the same area. Three other projects are in the planning stages including plants for the Boat parking area and replacing signs in the community.

Old Business: Several months ago Virginia Whited’s family addressed the Board regarding the sewer pump station, located next to her house and across the street from Clyde Andrew’s house. This condition is being addressed and the appropriate action will be taken. Victor Wilson has assumed this responsibility.

There being no further business, meeting was adjourned.