**Emerald Plantation Master Association, Inc.**

**Monthly Board Meeting**

**January 20, 2020**

**Present:** Lydia Lewis, Dixie Noble, Gil Lowery, Brenda Payne, Kevin Kimmel and Sandy Helms

Visitors: Al Smith, Rick Stepputtis, Evans Stout, Molly Laula and Cristy Carpenter

Lydia Lewis called the meeting to order at 6:00 P.M. and announced the Annual Meeting will be May 2, 2020. She emphasized the importance of beginning to prepare for the 2020-2021 Budget that will be presented at the meeting. She also indicated that time will be set aside in the next few meetings to go over budget requirements to help set the budget.

Minutes from December and January (called meeting on 1-4-2020) were approved.

Dixie Noble, Treasurer, gave the following report:

Reserve income held in savings account $ 69,499.11 12/31/2019

Checking account per Quickbooks: $ 8,268.87 1/15/2020

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

April – December reserve amount held in checking $ 16,500.00 1/15/2020

 $15/mo x 110 properties x 10 months

Dues outstanding > 90 days $ 197.10 1/15/2020

Treasurer’s report was approved.

***The letter to Homeowners regarding the Assessment was mailed on January 15, 2020 (see attachment) and the adjusted amount after all damages were accounted for changed the actual figure for the Assessment to $850.00 instead of the amount indicated in the January 4, 2020 minutes of $663.00..***

The Board members were given a copy of the Profit & Loss Budget Actual for April 1, 2019 through January 15, 2020 for review as the Board starts working on the 2020 Budget that will be presented at the

**Annual Meeting, May 2, 2020.**

**Gate**: Kevin Kimmel reported the incoming gate is down. An engineer was called and the gate hinge is broken. A new hinge is being made to fit to carry the weight. Kevin questioned whether or not a wheel could be added to the bottom of the gate to help open and close and prevent further damage. Kevin will check with the engineer to see if this will help solve future problems.

Lydia reported that a sand blasted sign warning 18 wheelers not to enter the community through the incoming gate has been ordered and due to holiday vacations it will not be available for another three to four weeks.

**Pool:** Lydia reported for Dan. He is in the process of getting three bids to repair the pool plus maintenance for the upcoming summer season. We will compare maintenance prices with Blue Water before awarding another summer contract. Rick Stepputtis reported that we have a problem with the well pump and after careful investigation he has determined that we need to replace the pressure tank in the pool house. He also noted that he has repaired three of the irrigation heads and the irrigation system is turned off for the winter months.

**Landscaping:** Sixtos (lanscaper) is in the process of trimming the shrubbery and finishing up mowing for the winter months. After the electricity and water/irrigation has been completed at the platform and steps, landscaping will be completed in that area.

**Tennis Courts:** no report.

**Lighting:** Rick Stepputtis advised that he will work with Brenda Payne to get the electricity installed at the new platform and steps to the Dock and coordinate this with connecting the water lines to the Dock.

Al Smith asked the Board to see about putting a brighter light on the parking lot at the Boat Ramp to prevent unauthorized people from parking in the evenings and during the night. This will ensure safety for the community in that area. However, the Board stressed if you see anything that is out of the normal for the community, call the Emerald Isle Police and let them address the situation.

**Club House:** Lydia reported that LED lights will be installed in the Club House.

**Boat Storage:**  Evans Stout advised there are two slots available. IF we get more requests than slots available in the summer we may have to go to a Lottery.

**Streets:**  Gil Lowery reporting Aqua has repaired the damaged pipe under the street in front of his house on Emerald Circle. As soon as weather warms, Aqua will repair the asphalt that was removed.

**Architecture Committee:** A letter went out to the homeowner of the rental house in the Circle that was missing siding. The boards have been replaced and now waiting for the painting.

**Community Involvement Committee**: Kevin advised we need to get the Club House deck stained as soon as possible. A color brochure was passed and a color for the stain was picked. As soon as the stain is available, anyone available on the next suitable day, brushes and stain will be available to at least get started staining.

**Social Committee:** Brenda advised that she is working on a possible social event on February 15th or March 21. She will give a report at the next meeting.

**Old Business:**

**Boat Ramp:** Al Smith advised he had talked with Contractor working on the Boat Ramp. All is on schedule and hopefully will be ready by March 1.

**Rope at the Canal**: The rope at the Canal has to be replaced and it has been suggested that we investigate using wire or nylon rope. Brenda and Kevin will research the cost, availability, etc. and report back to the Board at the next meeting.

**Boat Storage Area:** Cristy Carpenter asked the Board at a previous meeting about the possibility of having a slip at the Boat Storage for her Waverunner and trailer and was told that Jet Skis are not allowed in the Boat Storage - only boats. She did her research, attended this meeting and addressed the Board with information that her Waverunner and trailer has the same NC State law – Class A requirements as a John Boat, she pays the same registration fees and has to abide by the same laws and according to the Coast Guard it is considered a boat. She formally requested that the Board reconsider allowing her a space in the Boat Storage lot. Her request was acknowledged and the President, Lydia Lewis, advised her that the Board will meet and give her request careful consideration and promised her an answer in two days.

No further business, meeting was adjourned.