**Emerald Plantation Master Association, Inc.**

**Called Board Meeting**

**January 4, 2020**

**Present:** Lydia Lewis, Dixie Noble, Brenda Payne, Myrtle Palmer, Sandy Helms

Lydia Lewis called the meeting to order at 4:00 P.M. She explained the reason for the called meeting is to act on the recommendation by the Boat Ramp Committee to accept and award the contract to Coast 2 Coast Marine Construction to repair the boat ramp. The Boat Ramp Committee will oversee all construction on a day-to-day basis. A scope of work and a contract for the repair have been submitted.

The boat launching area was significantly damaged by the Hurricane Florence in September 2018. It was also noted that the day dock and the stairs leading to the day dock, as well was the sea wall, were heavily damaged by the Hurricane.

Discussion followed regarding how to pay for this major expense as well as the expense for repairing and rebuilding parts of the day dock and the stairs leading to the day dock.

Myrtle Palmer reported to the Board that she has been in touch with our attorney, Frank Erwin, and according *to Section 47F-3-107, “upkeep of planned community; responsibility and assessments for damages …(a) except as otherwise provided in the declaration,….the association is responsible for causing the common elements to be maintained, repaired, and replaced when necessary. A special assessment is required to be earmarked for the purpose approved.*

In this case funds have already been spent to repair the day dock and the steps/platform to the day dock are in the process of being built. The funds to pay for these repairs had to be taken from the reserve account and need to be replaced as these funds were earmarked for future repair and replacing the streets in Emerald Plantation Community.

The Board members present, as well as Kevin Kimmel and Gil Lowery, by their vote to Lydia Lewis by phone, voted to award the contract to repair the Boat Ramp to Coast 2 Coast Marine Construction.

It was noted that since the Emerald Plantation Homeowner’s Association was formed September 1985 there has not been an assessment. It was determined that an Assessment to cover the repair of the boat ramp $50,000, day dock $12,250, platform and steps to day dock $6,500 and landscaping to prevent future erosion to seawall $3,500 for a total Assessment of $­­­­­­­­­663.00 to each 109 Homeowners. *These numbers will be assessed for accuracy and determined for final approval before sending out the letter.* In this Assessment, any funds that are not used will be returned to the Homeowner.

It was decided that Myrtle Palmer and Gil Lowery will construct a letter that will be mailed to all property owners with detailed information regarding the Assessment. The Board will review the letter before mailing.

No further business the meeting was adjourned.