**Minutes**

**EPMA Monthly Meeting**

**March 15, 2021**

**6:00 PM**

Present were: Lydia Lewis, Gil Lowery, Myrtle Palmer, Darcel Browning, Kevin Kimmel, Samantha Gomez, Molly Laula and Sandy Helms.

Lydia opened the meeting.

Minutes from the February 2021 Board meeting were approved.

Darcel Browning gave the following Treasurer’s report:

Reconciled Reserve Fund from January 31, 2021 $ 121,106.30

$15/month X 110 properties x 2 months\* $ 3,300.00

Refundable landscaping deposit – Maynard $ 1,000.00

Interest Income $ .96

Reserve Fund Balance $ 125,407.26

Operating Fund Balance $ 52,623.65

Reconciled Operating Fund Cash $ 52,623.65

Dues outstanding > 90 days $ 26.23

*\*January & February’s $1650 deposited on 2/2/2021*

**Our new CPA firm effective April 1, 2021:**

**Banks, Gray & Crumpler, PLLC**

**P.O. Box 4365**

**Emerald Isle, NC 28594**

For questions on your account please call 252-354-4800. As we transition to this new CPA firm it is important that we have the correct contact and mailing information for everyone in the community. Please be sure to fill out and send in the form that is enclosed in your recent dues statement.

Treasurer’s report was approved.

**Committee Reports:**

**Gate:** The new gate has been delivered and installed with a 6” gap that will soon be filled in.

There is a sign at the entrance indicating NO 18 WHEELERS, property owners should advise ANY delivery company, NO 18 wheelers are allowed. We understand there could be a necessity to allow an 18 wheeler, roof rafters, building supplies, etc. IF you need to have this type of delivery you must call a Board member, this type of vehicle has be to guided in and out. Trucks have damaged the entrance gate several times as well as personal property. There is a form that the driver will have to sign. IF gate is damaged the new gate and installation is $5,000.00.

The Security Fence is almost complete. A gate has been installed at the entrance that will be locked and only used in case there is a power failure and we would have to manually open and tie the gates back. Homeowners will use their code to enter and the button to exit can be used for golf carts, runners, walkers, etc.

**Pool:**  Pool will be opened May 1 – October 15, 2021. Pool hours 9:00 A.M. – 7:00 P.M. In order for us to maintain pool hours as they are, we need volunteers to help monitor and close the pool. Please contact Lydia Lewis if interested.

**Lights:** No report

**Landscaping & Irrigation:** Our Landscape Contractor, Sixtos, has maintained our neighborhood through the winter months and is preparing for the spring growth. He has kept the winter grass, shrubbery, hedges, muhly grass and bushes trimmed. In addition, he has maintained weed control and applied pre-emergent chemicals including the boat storage area, clubhouse, swimming pool, tennis courts, around the fishing docks and the boat ramp. Earlier this year he kept the boat ramp approach cleaned to prevent slipping on the concrete and periodically removed the barnacles and other crustations from the ramp area that are dropped by the sea birds. In early February he also replaced 15 of the 6’ and 8’ rotten, damaged decking boards using 3” stainless steel screws on the boat ramp. He is also checking for loose nails in the boarding and replacing them with the 3” stainless steel screws. He also power washed the sidewalk surface that runs through the wooded area between Emerald Circle and Emerald Plantation Road. The sidewalk had become slippery from mold and dampness. He will soon begin mowing and trimming weekly around the development and begin replenishing the mulch and pine straw in the natural areas as needed.

**Irrigation:** As stated in the February minutes, Rick Stepputtis is in the process of preparing a detailed drawing of our neighborhood specifically locating the irrigation system and all the control locations and directions. Rick has made detailed notes over the months he has worked with Sixtos and Gil on the irrigation and electrical systems around Emerald Plantation. He has located several irrigation heads while prodding suspected locations with a sharp stick – similar to the way we used to search for land mines with a bayonet. He has found some irrigation heads as much as 6 inches underground. The Board acknowledges Rick’s outstanding work and diligence. Thank you, Rick.

**Architectural Committee:** Please check your property for dead trees, several lots have dead trees and they need to be removed due to a liability hazard. You would not like for limbs or the tree to fall on someone or on a structure.

**Club House:** Colors have been chosen for the paint for the clubhouse, pool pump house/bathrooms and gate house. As soon as weather permits the painting will begin.

Rules for reserving the club house have been lifted by the Governor of NC from 10 persons to 25 at each gathering. You may contact Sandy Helms – 252-241-1621 to make a reservation to use the club house.

**Communications:** Samantha reported that she has set up a Facebook page for Emerald Plantation Home Owners. Be sure to join and invite your neighbors – just type in Emerald Plantation on Facebook and ask to join the group. This is a great way for us to stay in touch as a community and get regular updates.

**Committee for Community Involvement:**  As reported in the January and February minutes, due to weather conditions, outside work has been put aside for now. Spring is coming – we will soon resume community beautification and clean up days. Notices will be placed on the bulletin board and the Emerald Plantation Facebook and we will need your help.

**Social Committee:** Samantha reported that Friday, April 16th at 8:30 P.M. (rain date will be Saturday, April 17th at the same time) we will have our first Family Movie Night on the tennis courts.

Bring your own beach chairs, blankets and snacks. We ask that you only bring what you clean up and refrain from bringing any glass bottles or containers. More information will be available on our Facebook page.

**Boat Storage:** Our boat storage facility is at capacity. We currently have two homeowners that are interested in getting spots to store their boats, which means we will need to have a lottery for spots. Our Bylaws state: If our boat storage area is at full capacity and we have homeowners that wish to park their boats and trailers, there is an annual lottery for spots. With that being said, if anyone has a boat parking space they no longer need or use, we ask that you contact Evans Stout at 805-689-9496 so that all spaces are utilized to the fullest extent. If we should need to do a lottery, it will take place at our annual meeting which is tentatively scheduled for May 8th at 3:00 P.M. In the event that you do not get a space with the lottery your boat will need to move to an alternate facility for storage at your own expense. We apologize for any inconvenience caused by this, we are hopeful that individuals that are not currently using their space in the boat storage area will come forward and allow the space to be put to use.

**Old Business**

**Canal:**  As reported in the February minutes, Lydia announced that Myrtle Palmer negotiated with York Properties, owners of the Emerald Plantation Shopping Center, the importance of having fountains to keep the water moving and help to cut down on the duck weed, etc. York Properties has agreed to purchase and donate one fountain. We have purchased a second fountain and as soon as weather permits we will get the aerator cleaned out moving water again. Hopefully the fountains will be in place and working by the end of March.

**New Business:** We have noticed that we have some broken sidewalks that need to be replaced. In order to keep our community in tip-top shape we will be doing some repairs and replacing broken sidewalks.

**Annual Meeting:**  Our annual board meeting is tentatively scheduled for Saturday, May 8th at 3:00 P.M. followed by a fully catered Bar-B-Q. Please put this date on your calendar – we hope to see everyone at this meeting.

No further business meeting was adjourned.