

**Minutes**  
**Emerald Plantation Master Association**  
**March 16, 2026**

**Present:** Mauri Galey, Darcel Browning, Brian O’Dell, Frank Salvo, Donna Grady (via telephone) and Kristina Voltaire, Secretary.

**Opening:** Mauri called the meeting to order at 6:00 P.M. The adjusted minutes from February, 2026 were approved.

**Treasurer’s Report — Darcel Browning**

The financial status as of February 28, 2026:

Reserve Fund Held in Money Market:	\$156,958.56
Operating Fund (Checking):	\$ 52,226.00
Outstanding Dues (> 90 days):	\$ 3,086.38

The Treasurer and President are communicating with people who have outstanding dues >90 days. Communications are also being made with those who are 60 days past due.

The 2026-2027 budget is being set. Key investments will include:

- New decking for the clubhouse, including the wood along the wall by the pool and the railing up the ramp. Estimated cost: \$12,000.00.
- New gated entrance access program for the vehicle gate, pedestrian gate, and pool gate. Estimated cost: \$10,000.00

**COMMITTEE REPORTS**

**ACC - Frank Salvo**

Formal letters have been sent to the homeowners with noncompliant fencing on their properties. The owners have 90 days to reply to the formal request to make their fencing compliant with community rules. After 90 days, a monthly fine will be assessed upon the homeowners until the fences are compliant.

The following items have been or are being addressed at the request of various neighbors:

- EPMA-owned signs and light poles that are still gray and need to be painted white (a reflector sign at the main gate exit; a sign pole in front of the Cornett’s home).

**Clubhouse - Sandy Helms**

The clubhouse is reserved for April 3. Brian O’Dell repaired the siding that had been blown off the chimney. The Board is aware that the clubhouse will need to be painted in the next few years.

The decking and railing at the clubhouse is falling into disrepair. A motion was made to budget for and make the repairs prior to the 2026 pool season.

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**Pool - Mauri Galey**

The pool is scheduled to be open in May. Prior to the season, Mauri will be calling on the neighbors who volunteered to refurbish the wood fencing that surrounds the pool. This project should be done in April.

The community is in need of more volunteers to close the pool in 2026 as two of the key volunteers have moved or will be moving out of EPMA. The new automated entrance will ensure the pool closes on time every night, but volunteers are still needed to close umbrellas and inspect/surveil the area each evening.

Mauri will turn off the light and alarm at the pump house as the sensor is failing. The unit should be removed.

**Social - Shelley Trujillo**

The first social event of 2026 is the Memorial Day poolside celebration on Saturday, May 23, 2026.

**Tennis Courts - Mauri Galey**

The nets at the tennis court need to be replaced. Mauri will order one net in the \$89 to \$319 price range and get it installed. If it meets our needs we will order a second one.

**Gate/Gatehouse - George Gomez**

The Board will budget for and implement a new access system for the vehicle gate, the pedestrian gate and the pool entrance. The current system is outdated, repair parts are not available, and will not be able to accept new remotes for new neighbors. The new system will require an internet connection but will also allow tracking of all entrants. This will help ensure accountability to neighbors, guests, vendors and service providers.

**Landscaping/Lighting/Irrigation - George Gomez**

Lawn Rangers, Sixtos and sons, is still on a bi-weekly maintenance schedule.

Carteret-Craven Electric Co-op has a work order in place to review the security light posts that EPMA lease from them. The goal is to ensure the photocells work and turn on and off. The Board may have to trim some trees to complete this project.

A big thank you to Rick S. for once again repairing an EPMA-owned light fixture at the roundabout.

The EPMA light post at the beginning of the day dock is still not working. The wire was cut when the day dock construction occurred.

Mauri checked with Rick S. and there is a hand-drawn irrigation map of the neighborhood. The Board will get a copy of the map and get it into an electronic format so that the Board can update, print, and post it in the well house and other valve controller areas. The goal is to ensure

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the proper irrigation programs are in place to minimize water being sprayed on the road and ensure irrigation needs are met.

**Community Involvement and Special Projects - Mauri Galey**

The Board will be planning several volunteer work weekends in March of 2026. There are some key projects that community members can complete as a neighborhood to help maintain Emerald Plantation:

- Picnic table and kids area – clean up and re-stain wood where needed.
- Pool wooden fencing – level the fence where it is sagging, place supports under it, repair and paint the fence.
- Wall along the pool between the clubhouse deck and the pool – repair wood along the top of the wall. Paint the wood and wall.
- Ramp to clubhouse – secure the railing.
- Plantation Drive – move a sign from one of the intersections at Emerald Circle and Plantation Drive to the roundabout to help people know where Plantation Drive begins.

Mauri reiterated that the HOA limits its liability by keeping the neighborhood projects simple.

**Dockmaster/Boat Storage - Gary Vaccaro**

Gary plans to put one load of gravel down in the boat storage lot between April 1-April 8. Boat owners will be informed if their boats will need to be temporarily moved as part of this project.

**Boat Ramp/Day Dock**

The water lines on the dock have been drained for the winter. Water flow will be restored April 1. The boat ramp replacement is not currently under consideration in the Capital Plan, but it will need to be done in the relatively near future.

**Capital Planning Committee - Frank Salvo**

Frank would like to accommodate any guaranteed future large expenditure in the Capital Plan. It is difficult to break down the needs by month, as the large spending is inconsistent in timing. The Board spoke about beginning road replacement in April of 2027, so it will need to be discussed at this year's Annual Meeting. Mauri will meet with the road contractors on March 30 to discuss the scope of the project, with estimates around \$300,000.00. At last year's Annual Meeting, the community discussed using part of the reserve fund and funding half of the cost with a special assessment paid in four installments over the course of one year.

Darcel itemized how much money is set aside for certain projects that were not completed this fiscal year.

**Old Business**

—Canal fountain pumps: Bar 1957 has been using a “Pond Boss DFTN12003L” fountain that costs \$535 with a plastic cage that cost an additional \$10. This fountain is a 0.25 HP motor and

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produces 2300 GPH. The Board will need to discuss whether to turn on the fountains again in the spring, because some work will need to be done to get them in working order. The area is wired for 220v on the light posts down by the canal. The old fountains, Eagle Fountain 18 to 20 foot spray were 1 hp and produced 5040 GPH. These units cost about \$2500. A 3/4 hp, 120V unit on Amazon is \$860.00 and produces 8000 GPH. A 1.75 hp 120V unit producing 14800 GPH is \$1712.00. The Board plans to buy a 3/4 hp unit with a plastic cage filter and confirm it will be satisfactory. A work order needs to be prepared.

—Document guidelines/record keeping - Frank would like to have this reorganized by the new fiscal year. Many records are still in storage and need to be brought on-site. EPMA will be able to use AI technology to digitize this information. This includes all bylaws, rules/regulations, covenants, etc, that all need to be clarified, streamlined, & digitized.

—The replacement of the letters on the large EP sign: Frank received a quote from Cedar Point Signs to complete the work for \$1,700.00 which included installation. A second quote was received that was \$1,500-\$1,900 depending on letter thickness. A vendor on Etsy quoted \$700. A decision on this project will be made in the next 90 days.

—Kayak storage is being worked on by the Carters. They will work on the design, location, budget, and management of this new amenity.

**New Business**

The budget needs to be finalized for the next fiscal year. Brian suggested an aggressive approach with the budget. Mauri said it should probably be presented at the Annual Meeting. The Board discussed finding financial formulas for HOAs online that show how much a community of Emerald Plantation's size and amenities should keep in reserve. The Board additionally discussed the state of disrepair of neighborhood amenities and how keeping more money in the reserve fund would keep the Board from having to constantly assess for large costs. This could look like a dues increase in the future. Frank suggested that any conversation about raising quarterly homeowner dues should occur after the large expenditures of fixing the roads and boat launch.

The Annual Meeting will take place at 10:00 A.M. on May 16th, 2026.

At 7:19 P.M., a motion to end the meeting was approved.