**Emerald Plantation Master Association, Inc.**

**Monthly Board Meeting**

**November 15, 2019**

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

Visitors: Cristy Carpenter, Bruce Paetzold, Rick Steppitus, Molly Laula and David Edwards, Coast to Coast Marine Construction

Lydia Lewis called the meeting to order at 6:00 P.M.

Minutes from October meeting were approved.

Dixie Noble, Treasurer, gave the following report:

Reserve income held in savings account $ 69,435.76 10/31/2019

Checking account per Quickbooks: $ 15,08.58 11/15/2019

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

April – November reserve amount held in checking $ 13,200.00 11/15/2019

 $15/mo x 110 properties x 8 months

Dues outstanding > 90 days $ 448.42 11/15/2019

Treasurer’s report was approved.

**Gate**: Kevin Kimmel reported the Gate is working properly – no issues.

**Pool:** Pool closed on October 15th. Blue Water will stack pool furniture and umbrellas will be stored in the bathrooms for the winter; however, we are not on their schedule to complete closing until all the individual pools are closed. Molly Laula and Evans Stout offered to open all the umbrellas and let them dry out before putting them up for the season. Blue Water will give Lydia an assessment of repairs and costs for the 2020 season so the costs can be put into the 2020 budget.

**Tennis Courts:** no report.

**Club House:** Club House has been decorated for the Christmas Holidays.

**Lights:** Rick reported that all the lights have been checked and lights in the Circle are working.

**Boat Storage:**  Molly reported that boat owners need to keep area around their boats clean and we need to either pull the grass or spray for grass coming up through the gravel.

**Landscaping**: Gil Lowery reporting – Sixtos will be planting rye grass and during the winter months when he will not have to be mowing each week, he will use that time to catch up on pruning and other areas of landscaping. The Board members will be giving Gil ideas and suggestions of work they see that needs sprucing up.

**Architecture Committee:** A boat trailer with two sail boats was parked in the Townhouse parking lot without license plates and no registration. A notice was sent to the owner advising of the rules and regulations for storing trailers, etc.

The Encroachment Agreement with Emerald Isle Baptist Church has been signed and will be put on the Emerald Plantation website. The original copy has been placed in the file cabinet in the Club House.

**Committee for Community Involvement:** Kevin Kimmel reported the workday on November 2nd was a success. We had a great turnout –still need to stain the deck and when weather improves and deck is completely dry another day will be set for staining.

**Social Committee:** Brenda Payne reported no social is being planned at this time.

**Old Business:**

**Steps to Dock:** Brenda Payne reported that three bids were obtained for building a platform and steps to the Boat Dock and AB Building & Remodeling out of Newport gave the lowest bid, work schedule is on track. Electrical and water lines will be repaired when the platform is rebuilt. Gil Lowery reported that landscaping for that area, after the platform and steps have been completed, will require careful planning. The committee is in the process of getting three bids for landscaping that will be decided and completed after the platform is built.

**Boat Ramp:**  At the October meeting, Lydia presented a copy of the minutes from the Boat Ramp Committee meeting dated October 5, 2019. Project priorities are:

1. Reestablish compliance with EPMA Covenants.
2. Evaluate potential short term options and longer term reconstruction potentials.
3. Minimize short term financial impact on the association and propose longer time options for continued covenant compliance.

David Edwards, Coast to Coast Marine Construction attended the meeting and gave his report. CAMA permit is still in order and he recommends repairing the Boat Ramp. The Board will get an additional bid before deciding who will receive the bid. We are planning to have the Ramp up and ready for the Spring 2020.

**Fencing at the Aqua Pumping Station:** At the October meeting Sandy Helms requested the Board to look into redesigning the fence around the Aqua station at the back of Emerald Plantation on Plantation Drive. This station has three walls – it is an unsightly eye sore for the community. After Hurricane Florence one wall fell over and has been put back up but is still leaning. Lydia contacted Aqua and they repaired the walls and painted the fence. There is still one wall that needs to be replaced, Lydia will follow up with Aqua. Landscaping around the fence will be completed in the Spring 2020.

**Storm drain at Townhouses:** Kevin reported that a plan has been made to correct the storm drain at the Townhouses next to the main entrance to the Community. This will be repaired in the near future.

No further business, meeting was adjourned.