**Minutes**

**Emerald Plantation Master Association**

**November 21, 2023**

Present: Lydia Lewis, Darcel Browning, Mauri Galey, Frank Salvo, George Gomez, Bruce Paetzold, Donna Grady, Brian O’Dell, Brenda Payne and Sandy Helms.

Lydia opened the meeting at 6:00 P.M. Minutes from the October 16, 2023 meeting were approved.

Darcel Browning presented the Treasurer’s report:

Financial Status October 31, 2023

Reserve Fund Held in Money Market $146,362.95

Operating Fund (Checking) $ 33,486.12

Dues Outstanding > 90 Days $ 22.73

Income is $14,289.62 higher than this time last year due to the increase in the dues; however, expenditures have been higher also due to extra expenses on the pool, price increase on mulch, etc.

Our CPA is discontinuing the Post Office Box and future mail should be addressed to:

**PB Mares, LLP**

**3621 John Platt Drive**

**Morehead City, NC 28557**

Please make a note of this new address in mailing your dues. Checks should continue to be made payable to Emerald Plantation Master Association.

Discussion followed regarding the Insurance on our HOA. Brian O’Dell, with permission from our Treasurer, Darcel Browning, will be talking to our insurance carrier to be sure we have sufficient insurance coverage.

Treasurer’s Report was approved.

Brenda Payne, a homeowner, addressed the Board. Entering Emerald Plantation at the Pump House there is a hole in the soil/grassy area that appears to be getting bigger and she is concerned that there may be a problem as to why it is getting bigger and also that it is a possible liability to the HOA if someone stepped into it and got hurt. George Gomez advised that Sixtos is aware of the problem. A pipe running under the road to the Townhouses may be the cause. It is being investigated. He will follow up and put some cones to mark the spot and possibly avoid an accident. She also expressed concern that people are parking in the Boat Storage parking lot and in the Aqua drain field. There are sufficient parking spaces available at the Boat Ramp and should be utilized. Lydia thanked Brenda for attending and expressing her concerns for the community.

**Landscaping:** George advised the Board that Sixtos is out of the country and his sons will be covering for a couple of weeks. There are several dead (Red Bay Trees) due to a certain ambrosia beetle that is located in North and South Carolina areas and once it gets started it kills the Red Bay trees.

**Pool:**  Mauri thanked Rick Stepputtis for his help in repairing the pool make up water line.

Without his help the repair would not have been possible.

ACC: Frank Salvo reported he has an electrician coming to inspect the wiring and connections for the lights to the sign at the Shopping Center entrance across from ACE Hardware. The electrician will also repair one of the pool lights which is on 24/7 due to a faulty photo switch and they will additionally prepare a connection to the Gate for the installation of back-up battery so that the gate will operate in the event of a power outage. As stated in the October minutes, Onslow Paving is preparing an updated estimate on repair, etc. on the roads. After thorough inspection it has been determined that several windows in the Guard House need to be replaced. Also, getting prices on replacing street signs which will vary based upon quantity.

**Club House:**  As mentioned in the October minutes, there has been considerable discussion regarding the use of the Club House. According to our Club House Use Agreement, Homeowners may use the Club House twice a year with no charge – after that a $100.00 fee will be charged. All Homeowners using the Club House MUST be present at all times. Mauri will post on our EP Facebook a statement as a reminder. The Club House is decorated for Christmas and open for reservations.

**Boat Storage:**  no report

**Boat Dock:** As reported in the October minutes, Brian O’Dell volunteered to locate an independent inspector to inspect the pilings at the Day Dock to determine if the Dock can be repaired or replaced. He gave a report from David Ward who owns Crystal Coast Home Inspections. He is not a dock builder therefore not pursuing to bid on the project. The other potential inspectors were all with a dock building company and may not approach it in a non-biased manner. David has done many dock inspections in his past to include utilizing scuba gear and equipment. It is with confidence Brian submits this inspection report from David:

*Per the review of the existing dock, I propose to inspect 28 of the existing pilings. The purpose is to try and determine how much deterioration has occurred. The process will be to measure the piling where not deteriorated and to remove some of the growth (oysters, seaweed, etc. and measure that pile in the area of greatest deterioration. Will probe the piling to try and determine how much deterioration has occurred within the piling.*

*28 pilings” 10 pilings at the finger piers (1 at each pier) and 3 of the pilings beneath the 32” 6” T at the end. 18 pilings along the length of the 4’ walkway and cross-over bridge (2 pilings). I will choose some of the sistered pilings to assess that condition as well. I anticipate it will take 2 days (at low tide) to inspect all 28 piles. Total pilings - 105. Inspection 28 pilings which is about 27% of the pilings. The fee for the inspection and report will be $1600.00. The report will consist of a sketch of the dock, the pilings that were inspected and the condition of each inspected pile.*

After discussion the Board approved David Ward to do the inspection for $1600.00.

No further business, the meeting was adjourned.