**Emerald Plantation Master Association, Inc.**

**Monthly Board Meeting**

**October 21, 2019**

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

Visitors: Cristy Carpenter, Bruce Paetzold and Bernie Sarra.

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

Minutes from September meetings were approved.

Dixie Noble, Treasurer, gave the following report:

Reserve income held in savings account $ 69,404.23 09/30/2019

Checking account per Quickbooks: $ 15,381.89 10/15/2019

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

April – October reserve amount held in checking $ 11,500.00 10/15/2019

 $15/mo x 110 properties x 7 months

Dues outstanding > 90 days $ 448.42 10/15/2019

Treasurer’s report was approved.

Dixie reported that the agreement with Emerald Isle Baptist Church (as previously reported in the minutes) has been signed by EPHOA and waiting for the signatures from the church – to be completed next week. She also reported that our share of the attorney’s fee for this agreement is $303.00 but is not in the 2019-2020 budget.

A copy of the Budget from April 2019 through October 2019 was given to the Board Members to be reviewed for future reference.

**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. 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:** Sixtos cut the grass and treated the areas to keep grass from growing – we now need to fill the cracks with sand.

**Club House:** A party was held in the Club House the first weekend in October. There were several complaints of the music being too loud. A review of the Club House reservations form was reviewed by the Board and it was determined that the reservation form needs to be updated to address future concerns.

Brenda will report back to the Board at the next meeting.

**Lights:** Gil Lowery reported that Myrtle Palmer met with the Electric company regarding installing another light in the area around the Townhouses and next to the Tennis Courts. It was determined that in order to run a line they would have to bore under the street and the costs were too high. The lighting committee will investigate another alternate and report back to the Board.

**Boat Storage:** Two slots are available in the boat storage area. No issues.

**Committee for Community Involvement:** Kevin Kimmel presented a Work Order form that has been updated from the old existing form. After much discussion changes were made and the form will be used for all bids for work in the community. He also reminded the Board that the community work day is November 2, 2019 and plans are being made to stain the Club House deck and paint and/or stain the picnic table and the children’s swings. A note was sent in the dues statement regarding this work day but have not had much response. We need to know how many supplies we need to purchase. Cristy Carpenter, Communications Committee Chair advised she is working on a Facebook for the community and has about 70% email addresses. She will send out an email reminding homeowners of the work day. Also, Lydia and Brenda will put together a reminder to be distributed.

**Social Committee:** no report

**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. A work order has been prepared and hopefully work will begin within the next couple weeks.

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:**  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.

Bruce Paetzold, committee member, advised the Board that they are actively evaluating the condition of the ramp and will be reporting monthly on the progress.

**New Business:**

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. It was determined that there is no money in this budget for this expense. It was decided that we 1) contact Aqua and find out the qualifications for rebuilding the three walls 2) will Aqua help with the expense? 3) if Aqua will not rebuild, get three bids on replacing the walls and add in the cost for landscaping and 4) put the cost into the 2020 budget so work can be done in the Spring of 2020.

No further business, meeting was adjourned.