**Emerald Plantation Master Association, Inc.**

**Monthly Board Meeting**

**September 19, 2016**

**Present:**  Dave Chenoweth, Al Smith, Kevin Hanratty, Joe Poole, Anne Marie McDonald, John Ramos, Myrtle Palmer, Sandy Helms, Frank Erwin, Attorney

President Dave Chenoweth called the meeting to order.

Minutes from the August 15th meeting were approved.

 Frank Erwin, EPMA legal advisor was invited to address the Board on several issues.  These included:

1. The fiduciary duties and limitations of a HOA board,

2. The financial agreement between the Emerald Plantation Masters Association and the Emerald Plantation Shopping Center, and

3. To discuss requesting the Town of Emerald Isle to accept responsibility for maintaining Emerald Plantation Drive, our private community street which extends from the traffic signal on highway 58 to the south canal bulkhead.  This change would make this street a public street.

Mr. Erwin was kind enough to explain our fiduciary duties, answer our questions, and he provided us with documentation covering our financial responsibilities with the shopping center.  He also agreed to make contact with the lawyers representing the shopping center and Food Lion to assess their position for moving our private street between the stop light and the canal to a public street, maintained by the Town of Emerald Isle.  Further, Mr. Erwin agreed to look at the Emerald Plantation website to reassure the Board all Articles of Incorporation, Bylaws, Covenants, Rules & Regulations are up-to-date and properly displayed.

 Our EPMA Board agreed to get with the Town Manager, Frank Rush, and determine the procedure for petitioning the Town of Emerald Isle to assume responsibility for,  the before stated section of Emerald Plantation Drive, and make this a public street maintained by the Town of Emerald Isle. This will be done only after all parties are in agreement this is in the best path forward for Emerald Plantation.

Al Smith gave the following Treasurer’s report:

Reserve income held in Savings Account as of 7/31/16 $120,395

Reserve income held in Checking Account as of 9/30/16 $ 8,165

Total Reserve Account as of 9/30/16 $128,560

Checking Account as of 9/19/2016 $ 14,519

Dues outstanding > 90 days $ 1,076

Significant projects: Accounts payable:

Club House Repairs $4,500

Treasurer’s Report was approved.

**Committee Reports:**

**Gate & Gate House**: Joe Poole reported that after carefully inspecting the condition of the Gate House he found it to be structurally sound and only needing to scrap, caulk and repaint a couple of windows. The Gate is in good condition and in the process of investigating the possibility of updating the arms with light weight poles.

**Pool:** AnneMarie reported the pool is in good condition and is scheduled to be closed September 30th. Dave asked that we have an electrician inspect the pool house and all wiring pertaining to the operation of the pool to be sure there are no faulty wires. Since Anne Marie will be out of town for an undetermined amount of time, Dave will contact Blue Water Pools to assess the cost of an inspection.

**Tennis Courts:**  No report from Anne-Marie; John and Dave will repair the cracks in the surface of the courts in early October.

**Lights:** Kevin Hanratty reported that two lights over the canal have been replaced.

**Club House**: Deteriorating wood around the windows in the Club House has been replaced, caulked, and repainted. Dave has an appointment with Home Depot Salesman to look at replacing the double doors on the side of the Club House. A report will be given at the next meeting.

**Landscaping:** Al Smith reported that the landscaping contractor will use the winter months when mowing the grass will not be needed to accomplish the following tasks:

Construct a block wall, like the wall from the Gate House beyond the canal, from the end of the current wall to the pump house and a “drop wall” around the plant bed adjacent to the sewer plant.

Replace the sprinkler wiring from the sprinkler pump house to the circle.

Remove any sign posts not being used from the community.

Pressure wash and replace any bad boards on the bulkhead in the boat parking lot.

**Planning Committee** – No report

**Architectural Control** – No report

**Web Site** – Anne Marie reported all seems to be up-to-date with website and thanked Bruce for adding some very pretty pictures of our community to the website.

**Social** – Sandy reported the Pig Picking held on Labor Day weekend was a tremendous success and thanked John Ramos for arranging to have the pig cooked and brought to the Social. She also thanked all who attended for their participation.

**Unfinished business**:  Extending the height of the wall between the pool and the Club House will be done when the pool is closed.  Also, the stucco wall outside the Club House will also be repaired in the near future.

**Other Business:** The Board acknowledges and appreciates all the work Dave Chenoweth has done around the Community. He repaired and rebuilt the housing around the garbage area for the Townhouses, painted the Pool House, worked many days and extremely hard replacing wood, caulking and repainting the windows in the Club House and replaced gravel in the pool area. His work has certainly improved and financially saved the Association an undetermined amount of money.

Thank you Dave.

**Announcements:**

Next meeting: October 17th at 6:30 p.m.

Respectfully submitted,

Sandra H. Helms, Secretary