

**Keys at Kure Beach Homeowners Association**

**BOARD OF MANAGERS MEETING - July 12, 2011 - 6:30 PM**

**MINUTES**

**Board present:** Harry Birch, Micki Hobson, Tim Upton, Bryan Strickland, Ed Wilkinson

**Accountant:** Grace McGee

**Committee Members present:** Jennifer Scott, Peg Fisher

**Homeowners present:** 6 (not including spouses)

**Meeting** called to order at 6:30 PM by Tim Upton, President.

**MINUTES** for previous meeting, May 11, 2011 unanimously approved.

**VOTES TAKEN VIA EMAIL DURING PERIOD FOLLOWING 5/11/10 MEETING:**

See Architectural Change below.

**FINANCE**

-- Grace

1. CHECK DETAIL -- May - June 2011 **ATTACHMENT A-1**
2. P & L Month & YTD -- May - June 2011 **ATTACHMENT A-2**
3. P & L Budget vs Actual -- Jan - June 2011 **ATTACHMENT A-3**
4. BALANCE SHEET -- as of June 30, 2011 **ATTACHMENT A-4**
5. ACCOUNTS RECEIVABLE **Aging Summary** (July 12, 2011) **ATTACHMENT A-5**

**LIENS, JUDGMENTS and/or FORECLOSURES:**

**4 liens outstanding** / noted by \* on Aging Summary - Attachment A-5

**1 Judgment to be enacted** / noted by \*\* on Aging Summary - Attachment A-5

**NOTE:** The high number of 30-day delinquencies is due to the inclusion of recent siding repairs that were re-billed to owners in June/July. Owners have the option of a payment plan through December 31, 2011 that, if chosen, has not been reflected on this summary.

**LEGAL**

-- Tim

**1. Amending Keys Declarations ::**

Keys attorney Andy McVey provided Board with first draft of "Amended, Consolidated and Restated Declaration of Covenants for Keys at Kure Beach" received on July 9.

The Board has not had time to review and discuss this 26 page document.

In lieu of a policy option paper previously scheduled, the **Next Steps** determined at this meeting are:

- 1) The Board will review the document and prepare discussion points for new Committee formed at this meeting.
- 2) Committee members are: Connie & William Mangum, Becky & Ken Richardson, Bettie & John Chadwick, Betty & Conrad Swann, Royce Edwards and Jennifer Scott.
- 3) The first Committee meeting will be the last week in July.

-- **Goal:** While it may not be possible to provide a final legal document for vote at the Annual Meeting in Oct., a draft for comment would likely be a reasonable goal

## **ARCHITECTURE**

CHANGE REQUESTS: **Approved via email:** -- Tim

- 1) Brenda Mitchell - 829 SPL - pergola on rear deck; painted white to match trim
- 2) Randy Kerr - 638 SPL - add arbor (similar to pergola) over rear deck;  
change bedroom window to sliding glass doors

## **RE-PAINTING COMMITTEE - update**

-- Ed & Micki, Co-Chairs

**--Re-Painting is almost complete.**

4 more duplexes to be painted on Settlers Lane

**--Doors** being painted last week & this week, balance will be completed Sat. July 16, weather permitting. Owners were notified via insert in Qtrly Dues mailing.

**--Garage doors** requiring painting due to rust and/or poor repair jobs will be painted. Owners requesting painting for long term maintenance will be billed \$75.

**--Awnings** (attached above rear deck windows) A miscommunication between Committee and Paint Contractor resulted in Committee assuming awnings would be removed and replaced by Paint contractor for painting of underside board. One of the four units w/ awnings will require removal of awning -- Cost will be \$130, to be paid by HOA. The Awning Policy will need revision to include removal cost incurred for future re-painting to be owner's responsibility. Paint contractors will not accept the liability for moving these.

**-- Driveways** power washing is 'sweep clean', not the stronger variety with use of chemicals which will remove oil stains, etc. Owners who wish the latter may do same at their own expense.

## **GROUNDS COMMITTEE**

-- Tim

**---POND MAINTENANCE** - no change since last meeting.

Several owners in attendance volunteered to assist with contacting the State to expedite the process so that Keys, but it was agreed that it will be more prudent to await approval of the permit.

In the interim, tallapia fish have been purchased. It seems that some are being eaten by critters further up in the food chain, but those alive and well are eating the algae as predicted. Pond Services has also sprayed. Next problem will occur this fall when the tallapia die and float to the surface. Solution to that was not determined.

**---GROUNDS MAINTENANCE**

a) SPRINKLER SYSTEM - possibility of using ground wells was discussed. No motion.

b) RAIN BARRELS - policy to permit use of rain barrels was tabled.

**OLD BUSINESS** -

---**Sloop Pointe drainage issues** (rear of units adjacent to Sea Watch) -- Bryan  
Bryan contacted Town of Kure Beach re trenching issue --they reported it had been done. No evidence to this effect that Bryan could see, so he will be meeting w/ Town again this Friday.

---Not discussed, but pending from previous Board meeting:

The following ACTION DEFERRED until Keys Declarations are completed:

Request by owner, Connie Evans (quad - 813 KVW) for removal of pine tree between quad driveways because it is a threat to the water pipes, similar to that which caused hers to break last month with a repair cost of \$600.

**NEW BUSINESS** -

-- Tim

**a) 2012 Budget Preparation**

Board to meet in August; schedule to be set via email

**b) INSURANCE RISK/REWARD REVIEW**

At meeting earlier today, Keys insurance agency rep provided proposal for insuring all 41 housing units as a group with coverage including wind/hale/fire and liability of several types. It does not include flood.

**NEXT STEPS:** Board will review the new document; topic will be included with Declarations analysis by new Committee.

**c) Anticipated Board Openings / Management Company**

Board stressed need for owners in attendance to spread the word that 3 of the 5 current Board members have terms ending this year and if replacements are not found, the hiring of a Management Company will be required. Estimated cost for managment company was not available, but owners need to be forewarned that said companies do not attend to the day-to-day details which the Board has been doing and are expensive.

**d) Bicycle Path --**

Owners concerned w/ location of a bike path on western side of Keys, parallel to Settlers Lane between Dow Road and Keys property line, are advised to watch Town of KB's meeting schedule as this topic is currently under review.

**e) OWNER'S ISSUES** -- No individual owner issues raised.

**MEETING ADJOURNED 8:00 PM**

**NEXT REGULAR MEETING TBA**

