

**Keys at Kure Beach Homeowners Association**

**BOARD OF MANAGERS MEETING - July 19, 2012 - 6:00 PM**

**MINUTES**

**Board present:** Nancy Brickman, John Chadwick, Micki Hobson, Ken Richardson, Bryan Strickland.

**Accountants:** Grace McGee & Pat Young

**Committee Members present:** None

**Homeowners present:** Peg Fisher

**Meeting** called to order at 6:05 PM by Bryan Strickland, President.

**MINUTES** from previous regular meeting, April 14, 2012 approved via email.

**VOTES TAKEN VIA EMAIL DURING PERIOD FOLLOWING 4/14/12 MEETING:**

1. Approval of Pond Fountain purchase - June 4 / 4 yes/1 not rec'd
2. Approval of additional fountain costs - June 11/ 4 yes, 1 not rec'd
3. Approval for purchase of solar powered light for geese removal (\$369) / Unanimous

**FINANCE**

1. CHECK DETAIL -- April thru June, 2012 **ATTACHMENT A-1**
2. CHECK DETAIL POND ACCOUNT - April thru June 2012 **ATTACHMENT A-2**
3. P & L - April thru June 2012 **ATTACHMENT A-3**
4. P & L Budget vs Actual -- Jan - June, 2012 **ATTACHMENT A-4**
5. BALANCE SHEET -- as of June 30, 2012 **ATTACHMENT A-5**
6. ACCOUNTS RECEIVABLE **Aging Summary** (July. 19, 2012) **ATTACHMENT A-5**

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

**2 liens initiated this period - see Aging Summary**

**AGING SUMMARY**

**Note:** New format including those over \$1,000 due, plus liens and foreclosures.

**Late Dues Payment: Discussion/Action**

- Current process reviewed. Grace & Pat will forward in writing for further review and decision re any changes in penalty deadlines. **ATTACHMENTS B 1 - 3**
- Financial Data Systems Collection Agency services discussed. **ATTACHMENT B-4**  
Decision not to incorporate as an automatic part of policy procedures, but on a case by case if necessary.

**NEW MAINTENANCE GUIDELINES & SCHEDULE --and updates to  
RULES & REGULATIONS**

**Next steps:**

1. Bryan to review Guidelines and forward to Board for approval
2. Rules and Regs to be amended accordingly
3. Approved documents to be presented at Annual Meeting / mailed to owners not in attendance

**GOVERNANCE**

-- Bryan, Micki

**ANNUAL MEETING - OCTOBER 6, 2012 - Notice to be mailed 2nd week in Sept.**

1. **2013 BUDGET PREP MEETING - August 21 - 6:30 PM**
2. **Board vacancies to be filled: none** / 2013 will be 3rd year of second term for Bryan & Micki, who will then have to rotate off for one year.

**RULES & REGS VIOLATIONS**

-- Nancy

1. Unsupervised dogs and dog's droppings / Town Ordinance --  
**ACTION:** Document not included w/ 3rd qtr dues mailing; will be posted on bulletin boards and website **ATTACHMENT C**
2. Teki torches on decks: Is this a violation of town code? Other?  
**ACTION:** Nancy to research

**POND MAINTENANCE**

-- Ken

1. **FOUNTAIN** - will be installed by Elmo Langley --Ken
2. **Irrigation Pump** loose at foundation / fixed -- John
3. **Geese droppings issues** - serious health hazard --Ken
  - Owners were advised to cease feeding geese - memo hand distributed to each unit & posted on bulletin boards
  - Solar powered light installed on lake which is supposed to deter them from the area
  - "FlyAway" spray may also be attempted

**ARCHITECTURE**

**CHANGE REQUESTS** - none

-- Nancy

**TERMITE INSPECTION** -

-- Nancy

- a. 2013 date will be Fri. Oct. 5
- b. New Canady Contract / not discussed this meeting; -- Nancy  
10 year expiration date will be 2013 - Nancy to research details  
 prior to budget mtg

**RE-ROOFING - LEAK ISSUES**

-- Micki

Baker did repairs to Larrick & Rommano units following several meetings w/ 3 of the owners of unique units w/ garage as common wall, all of whom have similar issues. - Repair included cutting 1 inch of siding away from L flashing at front of units. Appearance is noticeably bad. Baker attempted solution of painting metal strip the color of siding which was added to flashing. Differing opinions as to how well that solves it. Baker did not continue that process when Larrick requested they cease and Baker employee told supervisor how much time it took. Currently doing nothing as far as we can tell.

**ACTION:**

1. Ken to call GAF to request they look at situation and provide advice.
2. Bryan to call Baker w/ GAF information.

**LANDSCAPE COMMITTEE**

-- John

Sam's Landscaping contract for 2013 to be negotiated prior to 2013 Budget Mtg.

**NEW BUSINESS**

**Multiple ownership of units based on 13 week blocks of time** --Ken  
Ali Snyder asked if this was 'legal' within Keys.

**ACTION:** This is a legal form of ownership - HOA Covenants cannot mandate ownership combinations. However, owners cannot rent property on weekly or monthly basis and owners of unit which is selling a quarter of their ownership has been advised of this policy.

**NEXT REGULAR MEETING: Budget Mtg. will replace reg. mtg**

Meeting adjourned at 9:00 PM

--Submitted by Micki Hobson, Secretary 7/22/12