

Keys at Kure Beach Homeowners Association

BOARD OF MANAGERS MEETING - October 7, 2012 - 11:00 AM

MINUTES

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

Accountants: Grace McGee & Pat Young, not requested

Organizational Meeting of Board following Annual Meeting, October 6 ---

PRIMARY PURPOSE: Assign offices, committee chairs and tasks

1. BOARD OFFICES AGREED AS FOLLOWS:

President - Bryan Strickland
Vice President - Ken Richardson
Secretary - Micki Hobson
Treasurer - John Chadwick
Architecture Chair - Nancy Brickman

Landscaping Chair - John Chadwick
Pond Chair - Ken Richardson
Welcome Committee - request to Becky Richardson
(note 10/8 - she accepted!)
Ken to be liaison with Grace for notification of new owners and renters
Social Committee - request to Pat Long (by nancy)
first event to be Memorial Day weekend party at gazebo

Other tasks:

Owner's Insurance files / updates: John Chadwick

Website updates - Bryan to teach Nancy and Pat Blasko (if she's willing)

2. IMMEDIATE ISSUES:

ARCHITECTURE:

- Nancy

Annual Termite Inspection - Oct. 5

Post Inspection process

Un-inspected units - 8 units did not have garage doors open; will be contacted to set up appointments.

Inspected Units - Copy of report will be mailed to owners w/ cover letter reminding to be alert to mold and potential need for new crawl entrance door.

Request for fencing area in Common Area for seeing eye dog

ACTION: Board approved contact w/ legal counsel for the following clarification:

-- Is HOA required to comply with request that falls within disability act guidelines?

-- does Board need to approve the request

-- how is such an addition affected by 'real property' laws

Board also has concerns re

-- clean up plan

-- exact location of area vis-à-vis access to porch

ARCHITECTURE (cont.):

Request re exhaust fan placement on garage exterior wall

- from Ron Griffin at Annual Mtg.

ACTION: Ken to provide Ron w/ Arch. Request Form and research potential fan sizes, etc. NOTE: [Note: This question was raised a number of years ago, but owner did not follow through with request.

Request for replacement of all windows (not including rear porch)

-from Carter - 673 Settlers

Photo attached to request was 4 paned / owner confirmed they would be 6 pane. Side edges are slightly different from originals. Board agrees unanimously that replacement must be permitted for slight variations (not including number of panes) due to poor quality of original windows.

ACTION: request approved unanimously

Take torches discovered on rear deck during Termite Inspection.

ACTION: Owner to be notified that NO open flame devices are allowed on rear decks. Ken to double check with Town Fire Chief for related ordinances.

POND MAINTENANCE

-Ken

Geese issue --

MOTION To purchase second light, as originally recommended by vendor, in attempt to scare gees from returning. Made by Micki, 2nd by Nancy - Unanimous approval

If this does not resolve the issue, other methods will be reviewed, yet again! Most important is that residents STOP feeding wildlife of any type.

LANDSCAPING

-John

No urgent issues -plan continues to omit dead trees, etc.); development of plan for areas behind units will begin near future.

GOVERNANCE & ADMINISTRATION:

- Micki

1. Rules & Regulations - policies/rules implemented since previous revision on 10/09 reviewed for additions. **ATTACHMENT A**

ACTION:

- a) Final draft to be reviewed via email
- b) Approved copy to be mailed to owners w/ Maintenance Guidelines

2. Maintenance Guidelines - dissemination

ACTION: mailing week of 10/7 to also include Rules & Regs; Qtrly Dues Payment & Collection Policy and Cover Letter noting all other updates and Board list can be found on website.

NEXT SCHEDULED MEETING: Tues. NOV. 27 - 6:30 PM - Clubhouse

Meeting adjourned 12:15 PM

Submitted by Micki Hobson, Secretary 10/8/12