

Keys at Kure Beach Homeowners Association

BOARD OF MANAGERS MEETING - AUGUST 7, 2013 – 6:30 PM

MINUTES

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

Not present: Nancy Brickman

Accountants - Grace McGee & Pat Young - **not present**

Committee Members present: None

Homeowners present: Pat Long, Janice Hinkle, Betty Swann

Meeting called to order at 6:35 PM by Bryan Strickland, President.

NOTE: To accommodate owners present for discussion of Wildlife Issues, the first item of business was POND MAINTENANCE - Item 3 – p. 3. The agenda was then followed as written here.

MINUTES from previous regular meeting, May 18, 2013 approved via email.

VOTES TAKEN VIA EMAIL DURING PERIOD FOLLOWING 3/23/13 MEETING:

1. Approval of Architecture Change Request from Umscheid – 664 Settlers Lane – rear porch window installation.

FINANCE

1. CHECK DETAIL -- June and July, 2013 **ATTACHMENT A-1**
3. P & L Month -- Jan thru July, 2013 **ATTACHMENT A-2**
4. BALANCE SHEET -- as of July 31, 2013 **ATTACHMENT A-3**
5. ACCOUNTS RECEIVABLE **Aging Summary** (Aug. 2, 2013) **ATTACHMENT A-4**

LIENS, JUDGMENTS and/or FORECLOSURES: -- no change

AGING SUMMARY:

#12 –lien not to be removed until all fines are cleared.

GOVERNANCE & ADMINISTRATION

-- Micki

1. Manual Updates

- all are completed with exception of those relating to KBV – Pat Young will provide edits to those 4 pages next week
- References to DRIVEWAY ownership and responsibilities throughout the Manual will be further notated to clarify owner responsibility for repair payments in conjunction with HOA oversight.
- Owners will be notified of the availability of these updates in a memo included w/ 'wildlife issues' mailing OR it will be on the Annual Mtg. agenda.

2. Annual Meeting Notification – to be mailed @ Sept. 10

- all enclosures approved, except for cover letter and Absentee Ballot, both of which are dependent upon naming of candidates for the two open board positions -- see next item.....

3. Board candidates for two open positions

John, Ken and Bryan each have spoken to potential candidates and will confirm their responses by Aug. 28.

ARCHITECTURE

-- Micki for Nancy

1. CHANGE REQUESTS - see "votes taken via email" Page 1.

2. TERMITE INSPECTION - 2012

Un-inspected units remaining = 1 / **ACTION:** Fines will continue to be issued

3. TERMITE RETREATMENT -- 2013 --

-- The retreatment process is done every 10 years to renew the termite bond provided by Canady & Sons Exterminating. The procedure includes trenching and treating around the perimeter of each building, including underneath the rear deck area, and drilling and treating the cement slab area adjacent to the garage door.

-- For the retreatment process, garage doors do NOT have to be opened and owners do not have to be at home. A Board member will sign off upon completion of each unit.

-- **SCHEDULE:** Weather permitting, the process will begin Sat., Sept. 7 thru subsequent Saturdays in Sept. If not completed by month's end, Oct. 5 will be skipped and the process will resume the following Sat.

-- **NOTIFICATION:** Owners will be mailed memo in August outlining the procedure and will receive individual notification one week prior to their unit being scheduled.

-- **SIGNED CONTRACT w/ Canady**

ATTACHMENT B

4. NON-COMPLIANCE FINE - Garage Access for Annual Termite Inspections

MOTION: To fine owners \$150 as of the day of inspection IF: a) access to garage is not available or b) a special appointment w/ Canady has not been scheduled.

PASSED: 3 Yes; 1 No / Owners will be notified of this action at Annual Meeting.

LANDSCAPE COMMITTEE

-- John

ENTRANCE WALLS REPAIR - ref: 2 walls on Keys side of SPL -- Bryan

-- Bryan phoned KBV President to discuss Keys proposal (see previous minutes) -- call not returned. **NEXT STEPS:** Bring up subject at KBV Annual Meeting 10/5.

DESIGN/PLANT SPECIALIST

-- Micki

-- Recommendation that specialist be hired to evaluate plantings in selected CA and LCA locations and advise re types and location of plants and trees which are best suited from point of view of minimal maintenance and longevity, as well as what plants and/or trees do not currently suit these purposes. Goal is to have list of options which Committee can use for both replacement and a guideline for design of new areas as needed. The list can also be provided to owners when replacement is adjacent to their unit if they wish to be involved in the selection process.

MOTION: made per above by Ken, seconded by John -- to hire Caron Sanders for 3 hours at \$50 per hour. Unanimous approval.

ACTION: Micki to draw letter of agreement with Ms. Sanders and set meeting w/ John.

POND MAINTENANCE

-- Ken

1. **PERMIT RENEWAL** - Still pending
2. **WATER TESTING** – cost \$75
 - Decision to post pone testing until some of the solutions (discussed below) for getting rid of geese are attempted.
3. **WILDLIFE ISSUES - specifically fox and geese**

FOX:

Pat Long attended meeting to relate incident which occurred last evening when she attempted to walk to the mailboxes @ 9:30 PM and encountered 5 foxes (subsequently identified) eating in front of Connie Evans unit – Kure Village Way. One of the animals screeched at her; luckily a car was coming, stopped, saw to it she got home safely and then honked loudly to scare the animals away. Pat confronted Ms Evans, who said she was only putting corn out and that “fox didn’t eat corn.”

Upon learning of this incident, Carolyn Costigan reported that there was a family of fox living behind her unit on the corner of KVV and Sloop Pointe. Likely the same ones?

Everyone at the meeting was in agreement that this is a very dangerous situation. Everyone is also faced with the fact that pleas and warnings regarding the feeding of any wildlife have been forwarded to all unit owners and given to Ms. Evans directly, to no avail.

GEESE:

The geese population continues to increase and will approximately double in number each year. Problems are already pronounced, including: 1) several large areas infested with poop which pose a health hazard for humans and pets, 2) an increasing number of bare areas around the pond where geese are feeding that will increase erosion of soil into the pond resulting in increased cost of its maintenance, 3) the potential of lower property values due to unsightly areas.

Options discussed:

1. Send another mailing advising of increased problems resulting from feeding wildlife.
2. **Foxes:** Hire trapper -- Ken to further research what \$300 expense provides. Number of traps, time period, etc.
3. **Geese:** Hire trapper to remove geese. Must be done during molting season which is in July. Inquiry to be made re # of times per year molting occurs. Cost is \$1500 for trapper, \$150 - \$175 for permit.
4. **Geese:** use of dogs to clear the area. Many reports received that this solution has worked in other areas. Keys owner’s dogs not an option, as they are not trained to return from the chase! Ken to research details and cost of hiring dog trainer.

ACTION: While research above is being done, a letter will be sent to owners. Draft was provided to Pat Long and Betty Swann for input. Goal is to send letter by Aug. 20.

2014 BUDGET Worksheet / Column I

ATTACHMENT C

EXPENSES –

Items NOT highlighted in yellow reviewed briefly, as they were researched by Grace McGee, Pat Young and Micki and are based on existing contracts or past history which is fairly predictable.

Items highlighted in yellow discussed in detail:

- **line 13 – Landscaping contract NOT yet finalized – may increase / if so, will be edited in this space.**
- **line 21 – Power Washing** – two options from Kerwick Painting (contractor who painted last round in 2011) are 1) all units for \$8,000 or 2) select those which are in most need due to mildew, etc. In either option, do the work in Feb. 2014. Vote for second option was unanimous; \$3,000 budgeted.
- **line 35 – Accounting** – one more year at this rate
- **line 37 – Legal** – goal is to keep use of legal counsel in check. Should an unforeseen need arise, there is ample money in reserves to accommodate.

INCOME –

DUES:

Recommendation by Micki that Qtrly Dues be reduced from \$375 to \$350 –

Rationale:

reference Long Term Maintenance projections ATTACHMENT D

1. Reserves need only to include expenses for re-painting, re-shingling and termite bond
2. Monies need to accumulate to total needed upon the year they will be expended, NOT years in advance.
3. There is ample time between each of the two major endeavors to rebuild the expense back for each.
4. Driveways will be contracted on an ‘as needed’ basis and will be charged back to Owners.
5. Each year, projections can be reviewed against any increases in expenses over these projections and dues altered accordingly.
6. Any unforeseen expense can be assessed and/or taken from reserve and repaid via an increase in dues the following year.

Other NEW BUSINESS - none

NEXT REGULAR MEETING: Annual Meeting – Sat. October 5, 2013 – 10:00 AM

Meeting adjourned at 8:50 PM

--Submitted by Micki Hobson, Secretary 8/8/13