

Keys at Kure Beach Homeowners Association

Minutes

November 14, 2014

9:00 AM

Board members attending: Nancy Brickman, ML Smith, Colin Christie, Becky Richardson, Bruce Yergler

Accountants: Grace McGee, Pat Long

Residents: Ken Richardson, Sharon Fay

1. Draft of minutes from Annual Meeting approved. Minutes from 10/4/14 meeting approved with the following change (moved by Bruce Yergler and seconded by Becky Richardson and passed unanimously):

Rules and Regulations, #4, Unit Appurtenances

J. Only approved gas grills and appropriate deck furniture are allowed on decks, **no hot tubs are allowed.**

2. **Unfinished Business - Ken Richardson:** Outflow from Dunes -their pond flows into our pond - continually has to be dredged. The town repaired a sink hole caused by this problem. Ken prepared a draft of a Memorandum of Understanding to be signed by Presidents of the Keys, Village and Dunes HOA's. Eventually, this issue may have to be addressed by our attorney. Overflow from the KB water tower also drains into our pond. When the heat expands the water in the tower, it overflows into our pond, so we might ask the town to share in the cost of dredging. The pond was last dredged approximately three years ago. There are four inflow pipes and one outflow pipe.

The blinking lights, purchased as a geese deterrent, will be removed.

There are coyotes on the island. We will post on our website our original reminder to residents not to feed any wildlife or feral cats that will attract the coyotes.

3. Votes taken via email since last meeting:

-Remove termite fine for 649 Sloop Pointe Lane due to incorrect mailing address

4. **Finance**

Grace/Pat

-Liens, Judgments, Aging summary

The board voted to transfer \$32,000 from checking to money market then move \$50-60,000 to a CD to get a small amount of interest. Motion by Colin, seconded by Nancy passed unanimously.

The board discussed the following:

The Jan.2015 first quarter invoice will include a box in the center of the invoice stating that the 2015 dues of \$350 per quarter were approved at the annual meeting.

The due date for payment of the 1st quarter dues without a late fee is extended to Feb 28, 2015 from Jan 31, 2015.

Starting in 2015, the Board changed the late fee policy to a flat fee per month (\$5) that is owed in full (no proration) if there is an amount outstanding at the end of the prior month. Every month after there will be an additional \$5 fee. Motion by Becky, seconded by Bruce passed unanimously. Page 1A of the manual is amended to read to read:

1. If payment is not received on or before the 'due date' above, a statement will be mailed by the Accountant on the first day of the second month of the quarter detailing all outstanding charges. A late fee of \$5.00 will be assessed from the first billing date and for each month the dues remain unpaid thereafter.

According to the Fair Credit Act, this change is needed so that collection, if necessary, can be enforced by our attorney. This will be noted on invoices and posted on the web site as well as amended on page 1A of the Homeowners' Manual.

5. Governance and Administration

Colin will speak to Sam about insurance and workman's comp coverage and give a report at our next meeting.

The board discussed a cover letter for the January billing reminding residents that we are updating our records and need copies submitted annually of wind and hail as well as fire insurance. Some insurance will automatically send a copy of the insurance declaration if there is an Acord.

In preparation for the 2015 Annual Meeting, there will be notices on quarterly statements starting in July announcing the date of the annual meeting and the date of the termite inspection.

6. Rules and Regulations

Hurricane shutters at 813 Kure Village Way have been closed for several weeks. Board will send letter, quote the Rules and Regulations and state they must be opened.

7. Architecture

Board looked at two architectural requests from new residents, Michael and Sharon Fay, at 629 Sloop Pointe. The first request is to install a heating/air conditioning unit on the porch. Bruce moved we approved this request and Nancy seconded. Approved by board.

Second request is for replacement of back deck with composite material. Footprint and color will match existing deck and gate for dog will match deck. Nancy moved we approve request. Colin seconded. Approved by board.

8. Landscaping

Colin will speak with John about a formal contract with Sam and get an update on work being done.

A question came up about the rain gauges on some Keys homes. Colin is going to check with Sam to ask about purpose and locations.

9 . Other

Agenda items should be submitted to secretary at least seven days before the next meeting. The agenda will be posted on our web site seven days prior to the board meeting.

Colin will respond to John Winkelman concerning the condition of the common area next to his unit after construction on Settlers Lane. The lot line is 10' from house and the builder intends to rake and seed when work is done. If the appearance is not acceptable, the board can go to the town with our concerns.

Janice Hindle volunteered to deliver packets to new residents.

Becky moved that a Public Service Fund for ongoing donations be set up by the Keys for voluntary contributions. Money collected will be distributed to firemen, police and public works at holiday time. Colin will check on location of funds. This fund will posted on our website. Bruce seconded. Passed unanimously.

Meeting adjourned at 11:10 am.

Next meeting: Friday, January 9, 2015, 9 am