

Keys at Kure Beach Homeowners Association

Minutes February 21, 2020 10:00am

Board members in attendance: ML Smith, Arlene Yergler, Becky Richardson, Frank Walsh, Deborah Hutchings

Office Staff: Grace McGee and Kim Gargiulo

Residents: Randy and Kathy Axe, Pam O'Quinn

1. Approval of 1/24/20 minutes

Frank Walsh made a motion to approve the minutes and Deborah Hutchings second the vote was Unanimous.

2. Financial Report

a. Review of Profit and Loss Statement and Balance Sheet

Grace McGee

i. Everything is in order except for the Registered Mail sent to the IRS for our Taxes.

ii. 2 Owners are in the arrears with dues. Remember Owners are charged \$5 per month for each late payment. If an Owner owes more than \$1,000 a notice will be sent regarding the potential of a Lien.

3. Insurance

a. The Board voted Pam O'Quinn as our Insurance liaison between the Board and Homeowners. She will meet with Grace and ML to learn what needs to be done. Remember a copy of your declaration page for Homeowners and wind and Hail must be sent or hand carried to the office on the anniversary month of due date, when you get the new policy.

4. Pond

a. Ken Richardson was nominated as Chairman of the pond committee, Arlene Yergler made motion and Deborah Hutchings 2nd, all approved. Ken will attend board meetings to give updates on pond. Sam's Landscaping says the power outlet needs to be changed at the pump

5. Architecture

Frank Walsh

a. 654 and 658 have not changed out the Palladium window covers after letters have been sent. Grace and/or Kim will send letters of violation and set a hearing date.

b. A Proposed revision to Architectural Review Committee Design Guidelines, will be sent out a later date

6. Landscaping/Drainage

Deborah Hutchings

- a. Have residents fill out Landscaping form, will be an email broadcast as to where to find all forms
- b. Letter to Resident giving comments from Board Members, is being redone.

7. Rules and Regulations

Letter to owner with unregistered vehicle in driveway. Grace and /or Kim will write letter, requesting a hearing date.

8. Other

- a. Village HOA Legal fees Grace and/or Kim will do letter to accept 1/3 of what is left of our lawyer bill with Lawsuit from 845 Sloop Point Lane
- b. Arlene will be responsible for Termite Inspection process, and anything else that might need to be done.
- c. Termite Inspection for 668 Settlers Lane has been completed.
- d. 11/15/19 minutes update. All house generators are allowed, owner will need a building permit from town and a permit from gas company on tanks. This will be added to the Rules and Regulations.
- e. An email being sent to all residents on where to find forms for Landscaping, Architecture, and complaint forms.

9. **Next Board Meeting will be held March 20, 2020.**