

# Keys at Kure Beach Homeowners Association

**Minutes March 16, 2021 5:00 PM via Zoom**

**Board members present:** Peter Beardsley, Nancy Brickman, Mary Lowrance, Sara Smith, Frank Walsh

**Accountant:** Grace McGee

**Insurance representative:** Pamela O'Quinn

**Resident:** Lollo Ericksson

## **Actions taken since last meeting:**

2/ /21 Board approved Request for Exterior Change for a porch enclosure at 805 Kure Village Way.

2/22/21 Board approved Request for Exterior Change for new windows for 809 Kure Village Way.

3/4/21 Board approved the appointment of Peter Beardsley to fill the current Board vacancy until October 2, 2021.

## **1. Financial Report**

**Grace McGee**

-Profit & Loss Statement and Balance Sheet for February, 2021

-Status of HOA dues payments/liens

## **2. Insurance**

**Pamela O'Quinn**

-There is one owner in the Keys who has not submitted proof of insurance after repeated requests. The Board is going to check records to determine if there is a mortgage on the property and then follow the procedure outlined in our Covenants.

-Not all residents have received their re-evaluation notices from New Hanover County. When our records are updated, a letter will be sent to remind owners they are required to have policies that cover 100% of replacement costs.

## **3. Pond**

**Steve Ebberts**

-Steve Ebberts met with Brad Sedgwick from JBS Consulting as he conducted his inspection of the pond. He found no issues with the pond, it is performing as designed and there is no need for dredging. Permit documents have been signed and submitted.

## **4. Architecture**

**Frank Walsh**

-Sara Smith reviewed guidelines for pergolas to be included in the Architectural Chairperson's notebook and referenced when a request is submitted for a pergola to be added to a deck. Nancy Brickman volunteered to make copies of the updated ARC handbook for each Board member.

-The Board approved a request for the owner to replace a leaking propane tank at 620 Settlers Lane. The new tank will be mounted horizontally and will sit on a concrete pedestal. Peter Beardsley moved to approve. Mary Lowrance seconded. Passed.

## **5. Landscaping/Drainage**

**Sara Smith**

-The Board discussed a request from residents at 624 Settlers Lane for a paver extension around the back deck area. The Landscape Request included pavers that connect to the walkway between units as well as under a grill behind the deck area. Before the Board votes, Peter Beardsley will measure this area again to determine how far the paved area will extend from the base of the deck as this will be the model for future requests and the guidelines for installing pavers will be included in the Keys Rules & Regulations.

-The resident at 620 Settlers Lane requested permission to install one row of pavers to get to his water hose. These guidelines will also be included in our Rules & Regulations. Sara Smith moved we approve the request. Nancy Brickman seconded. Passed.

-The residents at 601-605 Sloop Pointe Lane would like to plant a Pindo Palm. As determined by the Board previously, \$100 will be paid by the HOA and the balance of the cost (including a one year warranty) will be paid by the homeowners. Mary Lowrance moved to approve this purchase. Sara Smith seconded. Passed.

-The Board has an estimate from Sam's Landscaping (on February 28, 2021) for \$1415 for replacement bushes and trees and to hard trim a hedge at 801 Kure Village Way. The majority of these items were not funded last year. Peter Beardsley moved we approve having the work done. Mary Lowrance seconded. Passed.

-The Board voted In December to buy less mulch this year in order to save money for plants. Barring unforeseen circumstances, the plan is to have money to mulch all fronts, sides and backs of units in 2022. It is important to stay within budgeted amounts. Reserve funds are used only for non-recurring expenses. In the future, the Board plans to use a change order, with signatures, when we request a change in services from Sam's Landscaping.

- Jeff Martin, head of landscaping for Kure Beach Village, has clarified responsibilities for each Board. A joint beautification committee to focus on the common areas and entrances is planned.

## **6. Rules and Regulations**

-The Rules & Regulations Committee is meeting regularly and is almost ready to present a draft of proposed changes and an updated form to request architectural, landscaping and/or decoration changes. The Board will review the proposal before presentation to the community.

## **7. Other**

-A notification concerning possible rat infestations to owners was sent out as an email blast on 3/7/21. The information is also posted on our web site.

-The Board requested a legal opinion from our attorney, Charles Meier, on a hurricane shutter installed at 818 Sloop Pointe Lane. The Board is formally rejecting the owner's request, which was submitted after the shutter was installed. However, since proper procedure was not followed for written notification following the installation and a required hearing was not scheduled, the shutter will be allowed. All hurricane shutter installations require Board approval and this style shutter will not be approved in the future.

## **8. Set date for next meeting : Wednesday, April 14, 2021 at 4:30 PM via Zoom**