

Keys at Kure Beach Homeowner's Association Agenda
January 8, 2026
11:00 AM @ the Clubhouse

Attendees:

- Board Members: Eve MacCurry, Lollo Eriksson, Frank Watkins, Bob Spiegel
- Office Staff: Kim Gargiulo
- Network Real Estate: Kevin McCoy

Agenda:

- Opening: Eve opened the meeting at 11:00
- Approval of Dec. Minutes: Minutes approved.
- Review and Set of Agenda
- Actions since last meeting – Eve sent out an email regarding the roofs.

- **Updating HOA Covenants** – (see attachment from Lollo below). Lollo made the motion to begin the process of updating the covenants. Lollo will take the lead on creating a proposal to request an estimate from attorneys.

- **Financial Report:** All expenses in December were the typical monthly bills. The overall 2025 expenses came in lower than the budget. Major budget call outs are: \$2k higher interest income from CDs, \$3k lower water bills, \$5k saved from no storm clean up.
 - The HOA has not yet received the bill from Canaday for the termite treatment. Vince, the accountant, said that the \$29,885 that the Keys had budgeted in the 2025 Long Term Maintenance should be moved to the 2026 Long Term Maintenance budget due to the timing of the bill.
 - The Board approved moving this to the 2026 Long Term Maintenance budget.
 - The owner of 845 Sloop owes over \$1,400 in late fees and fines. The 15-day lien letter was sent. Many attempts were made to contact the owner. If she doesn't make a payment by February 1st the next 15-day letter will be sent to include the 2026 first quarter dues and the attorney will be contacted to file the lien at the cost of \$500, which will be added to the owner's outstanding balance.

- **Insurance:** Kevin is continuing to follow up with owners who are past due on providing their proof of insurance.

- **Termite:** Kevin reported that there are a few homes that have not yet had their treatment. Kevin is following up with the owners to get this done.

- **Architecture** – Frank reported that forms were submitted and approved for roofs at 660 & 664 Settlers Lane.

- **Roofs** – An email was sent to the community in January stating the following:
“The Board wants you to have the following information concerning reroofing. Owners will be required to replace their roofs beginning in 2028. Before that, the repainting of the townhouses will commence. That project has doubled in price since the last repainting. Fortunately, the Keys HOA has enough money to cover the increased costs. However, there will not be sufficient funds left to offer a stipend for the roof

replacements. We encourage eligible owners to look into the NC Strengthen Your Roof Grant Program. The grant program is expected to be renewed for 2026. The grant offers up to \$10,000 towards replacing roofs with IBHS Fortified roofs. Many owners have already taken advantage of this opportunity. For more information about the grant, call 1-844-627-6637.”

- **Pre painting Inspections** – Kevin will work on scheduling the inspections. Lollo will email the list of contractors to YiFenn to post with the disclaimer: “That the Keys HOA neither endorses nor guarantees the work of anyone listed. This is merely a service offered to residents and the Keys claims no responsibility for any person or company listed.”
- **Pond** – Frank reported that the Town of Kure Beach pond committee hasn’t been meeting.
- **Landscaping**
 - Tree on Sloop and Kure Village Way near the pond – Bob spoke with Nesca and they will move the tree next Wednesday toward the road.
 - Wild flower garden – Bob will ask Nesca to start marking the area.
 - Lollo will review the Sam’s contract with Nesca.
 - Lollo will draft a plan for the 2026 beautification, tree service, mulch and irrigation.
 - Bob will ask Nesca to start cutting the rose bushes back.
 - Lollo ordered a utility cover.
 - Irrigation – Bob will take a look at one of the meters that had a small usage while turned off.
- **Other** - Eve will ask YiFenn to send an email about the Town of Kure Beach parking pass fees.
- **Date for next meeting:** February 12 at 11am in the KBV Clubhouse.
- Adjourn at 11:53pm

(Attachment from Lollo Ericksson – 1/8/2026)

Update of Keys Covenants – Legal Discussions & Recommendations

Discussion with Legal expertise:

Charles Meyer Lawfirm; 219 Racine Drive, Unit B, Wilmington, NC

Direct: 910-338 2048

Other: 910-763 9891

Andy McVey, Murehison, Taylor & Gibson Lawfirm; 16 N 5th Avenue, Wilmington, NC

Direct: 910-763 2426

Charles Meyer is aware of the work with Keys covenants back in 2011 but confirmed, after some research, that he has no access to an editable version of the document. However, he remembers that his colleague Andy McVey was the one who spent most time and worked on the details of the Key’s covenants. He recommends getting in touch with Andy McVey.

Andy McVey confirms he was the leading lawyer on the Key’s covenants update in 2011. He did extensive research to find an editable version of the covenants. He found one Word document that had been used to

compare The Key's covenants with another HOA but it has comments in the margin on the differences between the documents along with the lawyers' recommendations. This one can be used to update the Key's covenants but require extensive cleaning to allow the law firm to give it back to us. Additionally, there is no guarantee that this document represents the final version of the Key's 2011 covenants and as such would require line by line comparison with the PDF document filed with the Deed Registry. Another option is to use an advanced PDF tool (which the law firms generally have) to convert the final filed registry PDF and convert it into a Word document. However, such a conversion would require a line-by-line review to ensure it represent the home owners approved version from 2011.

Andy McVey explained there are two ways the Key's HOA can use to update the covenants:

1. Get an editable version representing the final 2011 covenants and make the necessary edits and updates on this document.
2. Keep the current 2011 covenant document, as filed at the Deed registry, and work on a standard template, provided by the law firm, for amending a HOA covenant and provide the necessary edits, updates, omissions and deletions on the amendment template. This Amendment will be processed and filed as an addendum to the existing 2011 covenant registered at the Deed Registry. This is generally how law firms recommend HOAs to update covenants particularly if the document is older than 8-10 years. Law firms are obliged to archive original documents for 6-7 years only.

Both lawyers recommend The Key's HOA to follow option 2 outlined above. The vast majority of work can be done by HOA representatives with lawyers taking on activities that a law firm is required to take on. It is recommended that The Key's HOA work out and agree on a RACI matrix outlining tasks and deliverables on one axis and people/roles (HOA and Law firm) on the other and clearly marks who is Responsible, Accountable, Consulted and Informed for updating the covenants. There are RACI templates available at open sources on the web that can be downloaded for this purpose. When a RACI and Scope of Work (extent of editing) are available the HOA will contact one of the lawyers (or both) to request a proposal, including costs, BEFORE the works starts. Following Board approval of the proposal this will result in an agreement between the law firm and The Key's HOA to embark on the job for updating the 2011 covenants.

The final Amendment needs to be approved by the Board and by the property owners at an annual meeting with 2/3 majority approval. Thereafter, the final approved Amendment can be filed at the Deed Registry.

Summary provided by:

Lollo Eriksson

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