

Minutes of the Board of Directors of Old Nags Head Cove Association

Thursday, October 21, 2021

Call to Order:

Meeting called to order at 6:32 PM by Seth Johnson, President

In attendance was a quorum including: Seth Johnson, Dave Masters, Kim Ansell, Anna Sadler, Dave Carroll, Steve Pearce, Mary Gay, Patti Shufflebarger, and Ed Thomas. Staff in attendance included Brenda Lowe.

Patti Shufflebarger, secretary, resigned and the Chair asked for a volunteer to take minutes. Ed Thomas volunteered to be Acting Secretary.

Review of minutes:

Edits to the minutes were noted: corrected spelling of Kim Ansell, Missy Rotchford not in attendance, and Ed Thomas was in attendance.

M: Dave Masters S: Steve Pearce to approve minutes as edited. Passed

Treasurer's report:

Discussion of which financial statements the board would find helpful. In discussion various board members requested that the board receive quarterly budget to actual expense comparison statements in order to better track progress with the budget. Kim reported that expenditures looked on target. Request that Brenda send out financial statements the week before Board meeting so that members can have questions prepared in Treasurer's report to expedite discussion. Treasurer to have access to Association Quickbooks/accounts in order to have orientation to better understand finances and monitor progress through the year.

M: Steve Pearce S: Dave Carroll Accept Treasurer's report. Passed

Old Business:

Pool bathroom project and other improvements:

Discussion of how to upgrade/repair the pool bathrooms without total renovation. Need for wooden walls to be covered with impervious surface for cleaning and hygiene; at least one toilet to be replaced; other plumbing repairs; painting, etc. This was not included in 2021 budget – in 2020 pool bathrooms not used – rather upgrades to clubhouse bathrooms were substituted because of covid health requirements – most of \$5000 for bathroom repair was used for that purpose. Best estimate at this point is around \$6000 plus approximately \$600 + or – left from 2020 budget. It was noted that repairs needed to be expedited before the 2022 pool season so getting started on prep for the project needs to start now.

M: Steve Pearce S: Anna Sadler Authorize to proceed with expenditure for additional \$6000 to repair pool bathroom as discussed with understanding can come back to Board if additional funds required.

Additional Pool Discussion:

Brenda reported that the concrete decking around the pool has cracked and about 20 inches out from the pool edge need to be replaced. Concern expressed that the cracking could let in water and freeze doing additional damage so this needs attention. A question whether injecting foam and raising the concrete could potentially solve the issue and be more affordable- this method is used on driveways successfully in our area. Since only one quote so far, Brenda will get information/potential quote on concrete raising and see if there is another contractor who can bid and in the current environment how soon the work could be done and report back for Board action.

The topic of pool usage not by weekly/daily renters and how this is paid for was discussed. Also, discussion about pool monitors and their role as well as the level of income gained from daily and weekly pool usage fees. No action being taken.

A question was raised about whether to keep the pool open past Labor Day? Brenda reposted this was tried in the past and there was scant usage beyond Labor Day. She is open to changing but must report to local Dept. of Health the pool schedule for the next season in April so she requested the Board make a decision at the March Board meeting if there is to be a change in open and closing schedule from past years in 2022. No action taken – item for future Board Meeting.

Another question revolved around the pool pump room.. Consensus to get an evaluation by an expert to see if there are issues of concern.

Futher discussion around what longer-term issues ONHCA could face with regard to the pool and club house – for longer range planning.

Club House Use and Rental Fee:

Brenda presented a paper with alternatives for fees for club house use. After extensive discussion the Board revised the Club House useage fee schedule as follows:

Club House Users must be a homeowner in good standing or sponsored by a homeowner who will take responsibility for the users.

Security Deposit, in addition to fee for usage, will be refundable less any damage to club house; plus it is the responsibility of Club House Party Users to clean up the facility agter a party and a deduction from the security depisit will be make for any after party clean up requiered.

Guest under 20 people in total during Pool operating hours (11AM to 7 PM) in season, pay \$3 pool fee for any guest who is not a member to use pool, and a \$150.00 deposit.

When pool is not open:

20 people and under \$75 fee and a \$300 security deposit

21-50 people \$250 fee with \$300 security deposit

51-75 people \$350 fee with \$300 security deposit

76 + people \$500 fee with \$750 security deposit

Additionally, any groups serving alcohol must pay an additional + \$200 insurance policy rider fee.

The Club House is winterized during cold temperature months to prevent freezing of pipes and conservation of energy. If use is required when the facility is winterized than an additional winterization fee will be required.

All fees must be paid when a reservation is locked in.

Discussion by the Board centered around the Association's tight budget and responsibility to see the Club House is protected and properly maintained while being enjoyed by members.

M: Mary Gay S: Dave Carroll Passed

ONHCA Covenants:

Brenda had requested current attorney that ONHCA has utilized research the current Covenants to assure the Board is working with up-to-date documents. Covenant documents recorded in Dare County were provided and an analysis of Covenant changers since 1970 were listed through the years. It is not immediately clear how the Covenants stand today. The current outside counsel recommended using an attorney from Raleigh who is expert in Association work to assist the Board reviewing the status of the Covenants. Anna Sadler remembered significant work on the Covenants when her hisband served on the Board. One suggestion was to see of past Board minutes reveal some information we do not have yet on changes to Covenants throught the years.

Consensus action: Board approved Ed Thomas and Covenant work group (Ed Thomas, Dave Masters, and Steve Pearce) contacting attorney to see what his fee would be and how he would suggest we proceed.

This led to a discussion that corporate minutes and records needed to be secured in some way- further discussion needed.

NEW BUSINESS:

Short term rental fee alternative:

Request for a short-term rental season pass from a home owner. After discussion Tabled for Old Business at future meeting.

Web Site Discussion:

Correct Web site on Facebook is **Old Nags Head Cove Association**; not just Old Nags Head Cove. Mary Gay has loaded updated information on the ONHCA website. Thanks to Mary for updating the web-site.

Personnel issue- M: Ed Thomas S: Dave Master to refer the item to the executive committee for discussion and action with report back to the board. Further, adjourn the business meeting. Approved.

Adjournment:

Meeting adjoured 9:15 PM

