

Draft (Final) Minutes of the Board of Directors Meeting of Old Nags Head Cove Association

January 21st, 2023

Attendance: Seth Johnson, President; Dave Masters, Jr. Vice President; Ed Thomas, Secretary; Kim Ansell, Treasurer; Steve Pearce; Dave Carroll. Absent: Anna Sadler; Mary Gay; Patty Shufflebarger. No staff was present.

Call to Order: 9:35 AM

Review of Draft Minutes: Draft minutes had been emailed soon after the previous meeting; but had not been included in the Board packet. Since everyone had access to the initial draft It was: *Moved by Dave Masters, Seconded by Dave Carroll to accept the minutes so they can be posted on the website. Approved.*

Treasurer's Report and Financial Statements: Kim reviewed the P & L and balance sheet statements. She had prepared a comparison of the past year's budget; YTD actual current budget; and next year proposed budget working with staff. She focused on questions of projected amounts for the boat ramp repair (probably be in current budget, not 23-24); the legal fee projected expense to follow-up recording the new Covenants if approved at the Annual Meeting in May. She has been reviewing tax filings for ONHCA and is clarifying several items with the outside auditor/CPA. She reported that funding for Quick books online and accepting credit card charges for the pool as previously authorized by the Board were included in projected expenses. There was extensive discussion around depreciation and the need for adequate reserves to fund major renovations beyond the annual budget. It was noted that there are service providers who can provide a projection of major costs moving forward. In addition over time programming can change and funding for changing amenities can occur in the long run. This needs to be planned for. There is work to be done on crafting the Signatory Resolutions that need to be adopted after the Annual Meeting. Decisions need to be made about who has authority to sign checks; at what amount are two signatures required; who has access to depository accounts. *Treasurer's report accepted by Consensus – amenity fees for summer 2023 and boat ramp repair cost and authorization were later separate items on the agenda.*

Pool Cushions – discussion on whether small items like this need Board time and discussion or rather that a discretionary amount be placed in the budget for the Manager to make decisions on smaller items up to some specific amount without taking Board discussion time. *Consensus approved purchase of Pool Cushions. At price submitted to the Board.*

Boat Ramp Repair – Out of several bids submitted Emanuelson bid \$15,645 to repair the lower part of the ramp from the cold joint at the waterline down including filling underneath and riprapping out in the water before the concrete to prevent erosion underneath. The work is expected to be done this Spring. During this major repair the boat ramp will be closed. Advance notice of the closing to be made on the website and Facebook. *It was moved by Ed Thomas and Seconded by Dave Masters to authorize the contract and request the work commence as soon as permits are obtained and resources are available. Motion carried unanimously.*

2023 Fees – After extensive discussion about projected budgeted expenses and the costs incurred to operate and maintain the pool and other amenities it was *Moved by Dave Masters and Seconded by Steve Pearce to set amenity fees as follows: Homeowner’s Fees for 2023:*

<i>Homeowner’s Pool Fee \$55 (+\$5)</i>	
<i>Family Fee</i>	<i>\$230 (no change)</i>
<i>Boat Ramp</i>	<i>\$40 (+\$5)</i>
<i>Annual Assessment</i>	<i>\$180 (+09%)</i>
<i>Event Fees</i>	<i>(No Change)</i>

Guest/Renter Fees (Definition: Anyone who is not the Member or Immediate Family of the Member living in the member’s house – examples are relatives and grandchildren visiting, but not permanently residing in the members home; also any renter who does not own a property)

Pool:

\$6/ day per person (+\$3)

\$30/week per person (save \$6)

\$125/week per family (up to 6 people)

Boat Ramp Weekly (or less time) Renter Fee:

\$40 per boat per week (+\$5) Plus \$10 refundable key deposit

(Weekly Renters may not use key for lock on boat ramp issued to a member owner. Member owners must direct renters to the clubhouse to pay this fee.)

Bathroom Air supply – report this was moving forward as budgeted. No need for discussion.

Playground – this item is a follow-up to a letter from a group of members requesting consideration of an area for a playground and equipment for children who live in ONHC. A potential range of expense up to \$40,000 was identified. Board discussion included noting that having children in ONHC was very positive. Over time amenities offered members evolve – an example is that there is no longer a tennis court. So, planning to adjust amenities offered to members needs to happen. There are currently a number of major capital expense items to be programmed and funding all these items needs to be prioritized. Member participation is valued and needs to be encouraged. *The Board intends to follow up on this request as it addresses future planning.* One suggestion in discussion in order to be able to proceed sooner was whether a Go Fund Me campaign could be utilized.

Additional Board Meeting in February: The purpose would be to review the Restated Covenant with revised Bylaws attached Document from Jordan Price Law Firm recommended to the Board by the Covenant Task Force (Seth, Dave M., Steve, and Ed). *Consensus: to set February 25th at 9:30 for the meeting.*

Tentative Sat. March 18th for an additional Board meeting if needed. (Will be discussed further at the conclusion of the Feb. 25th meeting.)

Meeting adjourned 11:57 AM

