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Kure Beach Village

Board of Directors Meeting Minutes

May 17, 2022

DIRECTORS PRESENT

Bob Cooil
Jeff Martin
Gary Merkle
Howard Spallholtz
Ed White

STAFF PRESENT

Kim Gargiulo
Grace McGee

CALL TO ORDER

President Jeff Martin called the meeting to order at 5:00pm

A. APPROVAL OF MINUTES:

MOTION – Bob Cooil moved to approve the April minutes with an edit to change his name to Jeff's regarding researching pool furniture

SECOND – Ed White

VOTE – Unanimous

B. FINANCIAL REPORT – Howard Spallholtz & Grace McGee

- a. Check Detail and P&L –In addition to routine monthly bills, the payment for a new treadmill was made on the credit card. Paid Keys HOA for 50% of cost for 2021 water bills and electric bills which is an annual charge. The fee for mulch was in line with last year. The promotional discount from Spectrum of internet service ended. The office will give Jeff a copy of the Spectrum bill and he will call to see if we can get a discounted rate. The Town increased the storm water rate last July on the water bills. There was a leak at the Clubhouse, which will likely show up on next month's water bill. Once that bill is received in June, we will contact the town to see if they will give us a credit on the sewage component of the bill.
- b. A review of the profit and loss statement for the period Jan. –April 2022 showed routine operating income and expenses compared to last year.
- c. Balance Sheet – Currently 7 owners are delinquent on paying the 2022 annual dues. The office will continue to send them monthly statement which includes a late fee.

C. Old Business

1. **Architectural Committee update**- Ed reported on the following construction in progress:

New Construction:

825 Settlers – Ed spoke with Vince Lutheran who said they are waiting on appliances. Vince thinks they will be done by the first week of June. The 12- month completion date was May 1. The Board requested a letter be sent stating that the fine for late completion of the project will be \$50 per week, starting May 1.

728 Gulfstream – Everything but the garage doors is complete on the exterior. The 6 -months exterior completion date was May 1. The garage doors are delayed due to supply chain problems that have also affected several builders.

737 Sailor Court– Construction in progress.

Renovations:

745 Settlers Lane – New stone driveway to be installed.

741 Sailor – Fence is complete and the office can return the surety bond.

2. **2022 Maintenance Projects** – Bob

- a) **Beach Gate Lock** - Bob believes the electronic lock is working now. He and Vito built up the inside of the lock to eliminate it from shifting its position when the gate slams shut. They also adjusted the closing hinges to mitigate slamming.
- b) **HVAC issue at Clubhouse** – The AC has been repaired. The thermostat will need to be replaced soon.
- c) **Water leak at the Clubhouse** – Howard and Bob found and repaired the leak which was at the water turnoff valve. Bob created a diagram to keep in the office for the future use to show the location of the water turnoff valve.
- d) **Flag Pole and lights at Clubhouse** – The Kure Beach Fire Department hung the halyard for the flag. Bob will hang the flag. The office will send a thank you note to the Fire Department.
- e) **Carpet cleaning** – The Clubhouse carpet needs to be cleaned. Kim will set up the cleaning with Coastal Carpet Cleaning who last cleaned it in 2019.
- f) **Clubhouse Pool lighting** – Everyone on the Board checked out the lighting and believe that it looks like the right amount of light.
- g) **Cabana pool lighting** – Cabana lights are on all the time but the pool and mailbox lights are off. Bob will check it out.

3. **Landscaping** – Jeff reported that the landscape committee has been working once per week. They have pulled all the weeds at the clubhouse. This Thursday the committee will paint the bumper by the tennis court. Jeff will pickup new grasses for around the clubhouse. The Cabana will be up for weeding and refreshing next.

4. **Governing Documents Committee** – Gary reported that the committee has agreed on a set of recommendations covering Phase I of the documents review project. Gary will send an email to the board with all of the recommended changes prior to the next board meeting. Gary suggested an hour of the next board meeting be devoted to a

review of the proposed changes. Once the board approves the changes, Gary will run the proposed changes by an HOA lawyer, who is also a KBV resident, for his review and then send a letter to the community. Next step could potentially be to hold a special meeting prior to the annual meeting. Jeff asked about the budget for the attorney fee associated with this project. Gary mentioned that using the resident HOA lawyer saves legal expenses and that \$5,000 total for legal is a good estimate for the project. \$5,000 was the estimated amount reserved for updating the documents in the 2022 capital budget. He believes it can be carried over to next year's capital budget.

5. The Keys HOA Board would like for the KBV Board to consider restricting the use of the KBV amenities to delinquent Keys Owners. Gary will discuss this with the bylaws committee.
6. **Pools** – Jeff met with Pool Professionals to discuss their lack of service at the cabana pool. They put chemicals in to clear the green water. The backflow sensor is not working. Pool Professionals will replace before Thursday when the County is to inspect the pool. Howard informed the group that the salt cell needs to be replaced (+/- \$200) and that the pool will need a new sand filter next year. Howard will connect with Devon the main point of contact for Pool Professionals. They will put a log book at the cabana pool as soon as it is open.
7. **Pool Furniture** – Jeff says to consider new tables and umbrella bases for the pool(s) in 2023. The group will look into options in October when there might be end of season sales.
8. **Insurance** - Ed says that there has not been big jumps in the premium rates but thinks there might be a 2 – 5% increase when policies renew in August. If renewal rates are higher, there are many options for property insurance. He will start researching options for consideration in July.

D. New Business

1. **Monthly Task List/Office communications** – Saturday, May 28, is the Annual Yard Sale date. A KBV Social will be held on June 10 at the clubhouse. The Board will look into options for catering the Annual Meeting on October 1.
2. **To do items for the Board:** There are no specific items for May - June on the Board's calendar.
3. **2023 Capital Forecast** – Bob said we should remove painting the pool fence and replace it with replacing the fence every 25 years. Howard will look into the cost of pool resurfacing. The group decided to not replace the tennis court fence and to change painting cycle for the clubhouse to 9 years.
4. **Mailboxes** – Jeff is working to create the plans and get the permit for the structure to hold the mailboxes.

5. **Beach Gazebo** –A group of volunteers would like to help refresh the gazebo. They will clean, sand, caulk and paint the gazebo. The board will support the project with \$500 for the cost of paint and supplies.

Motion – Bob made the motion to spend up to \$500 to refresh the gazebo

Second - Ed White

Vote - Unanimous

John Gargiulo will coordinate the work with Jeff.

In addition to this refresh, Jeff informed the group that parts of the handrails and supports on the walkway from the beach to gazebo are starting to deteriorate and will need attention. He estimates a cost of \$1,500-\$2,000 for repairs. CAMA approval is needed. There are also some spindles in the gazebo that will need to be replaced eventually.

6. **Next meeting date** is Wednesday, June 15 at 5pm at the Clubhouse.

ADJOURNMENT

MOTION – Gary Merkle moved to adjourn the meeting

SECOND – Howard Spallholtz

VOTE – Unanimous

Meeting was adjourned at 6:54 pm.

Respectfully Submitted,

Kim Gargiulo

KBV HOA Staff