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Kure Beach Village

Board of Directors Meeting Minutes

April 17, 2023

DIRECTORS PRESENT

Mike Smith
Merritt Jones
Gary Merkle

Not present

Howard Spallholtz

STAFF PRESENT

Grace McGee
Kim Gargiulo

CALL TO ORDER

Mike Smith called the meeting to order at 10:15am

A. APPROVAL OF PRIOR Month's MINUTES

MOTION – Gary

SECOND – Merritt

VOTE – Unanimous

B. FINANCIAL REPORT – Grace McGee

- a. Check Detail and P&L – In addition to the routine March monthly payments, Merritt was reimbursed for supplies for the clubhouse shower, beach walkway, and a leak detection service at the clubhouse. The Credit Card payment was for Bluehost website hosting for three years. Mike was reimbursed for the new bulletin boards. Thanks to Merritt for hanging the bulletin boards. Merritt was also reimbursement for supplies for gazebo repair and screws for the beach walkway. John Timko was reimbursed for the lattice at the clubhouse. Mike was reimbursed for paint for the beach bike rack. The Keys HOA was paid for 50% of the 2022 entrance wall lights and irrigation. Debbie Selig was paid for the pavers she installed at cabana bulletin board. Interest income is doing well and we will earn more than budget on that item. The Landscaping contract and mulch is higher than 2022 as discussed in prior meetings. A payment was made to clean the clubhouse carpet. The timing for monthly pool maintenance is different than last year but overall, the cost will be higher. Office supplies is a negative number because of the money collected for laminated passes is recorded as a reduction in office expenses. The Fire Inspections were completed for both the Clubhouse and Cabana and the permit was paid to the town. The \$25 real estate transfer fee was received for 7 home sales. Utility rates, particularly electric, have increased this year. Merritt reset the thermostat in the Cabana pump room which will help reduce that bill. The water bills are comparable to last year.

Mike noted that due to inflation we will likely go over budget on several expense items.

- b. **Long Term maintenance** – New tables were purchased for the clubhouse pool.

- c. **Balance Sheet** – \$60,000 was moved out of Live Oak Bank to a new money market account at Truist which is currently paying 4% interest.
- d. **Dues collections:** 7 homeowners are still outstanding. The office follows up with these owners with monthly late fee. One homeowner has an \$800 outstanding balance which includes fines for parking a trailer in their driveway. If the account is not paid by September, the Board will take legal action.
- e. **Construction bond** – Surety bond deposited for 702 Sloop Point.

C. Old Business

1. Architectural Committee update- Mike reported on the following

New Construction:

702 Sloop - Wells Construction submitted the plans and surety bond. Mike has approved the plans. They will begin construction in May.

737 Sailor Court – It looks like they will be complete by April 30.

801 Ketch – Almost complete

Renovations:

810 Cutter Court – The owner wants to add a fence that will be located a bit forward from the back of their house to steps from the deck to the yard so that they can let their dog out in the yard. The Board will take a look at the house and let Mike know if they believe this exception should be permitted.

- 2. **Lawn Monitoring and other items** – Merritt reported on one lawn that needs to be mowed.
- 3. **Pools** – The new tables are set up at the clubhouse pool. Mike noted that he has seen people standing on the tables to open the umbrellas. He asked Kim to send an email that says “please do not stand on the tables.” Mike noted that there is a lot of sand in the clubhouse pool and he will ask Howard about that. Howard and Merritt replumbed the bottom of the shower at the clubhouse pool.
- 4. **By-Laws/Covenants review** –The committee met last week. They are working on the architectural rules and covenants. Grace will show Mike how to submit comments in google docs.
- 5. **Water Monitoring Device** – Mike shared information about a Smart Home Water Monitor & Water Leak Detector. It will allow us to monitor in real time when the water is running to potentially find the source of the leak. The cost is \$200. Merritt will get more information.
- 6. **Guard house** – Pressure washing is needed at the guard house but we need to find a water source. Gary has been researching solar lights for the guard house and showed one to the Board. The price is \$60 for a four pack. Given the price, the Board agreed that he should purchase a four pack for \$60 to test it out. If solar lights are practicable, electric power at the guard house will not be needed. The office will contact Duke to find out if there is a cost to turn off the power.

New Business

- 1. Mold issue in Cabana** – Peg noted that there is mold in the cabana storage room on the ceiling. Mike inspected the room and agreed work was needed. He will work with another volunteer to clean out the closet, kilz the walls and change all the vent registers.
- 2. Cabana** – Susann & Steve Ebberts had a meeting with Mike about the exercise room. The HVAC filter and vents need to be replaced. Mike asked Kim to make signs to “alien tape” on each piece of equipment that remind users to wipe down machines after use. Howard informed Merritt that he will paint the cabana porch. Mike noted that some owners have higher expectations of the exercise room than others. He discussed the possibility of adding a fee to use the exercise room to add accountability to those who use it. Merritt and Gary are not in favor of adding a fee. Mike will follow up with Susann.
- 3. Other** - A homeowner asked Mike if the HOA could coordinate bringing in a document shredder truck for residents to use. Gary will look into seeing what the cost would be to bring in a truck for community use. Merritt noted that the HOA should not pay for this.
- 4. Beach Parking lot** – The parking lot at the beach needs attention. There is \$700 in the capital budget for this project, however the estimate received from Mike’s Mulch is \$5,230. The project would include pre-grading, gravel application to a depth of 2 inches deep and a roller compactor to have it flattened and ready for use. The board feels that this project is necessary to do this year. The parking lot will only deteriorate further if put off for another year and the price will likely increase. Mike mentioned that the Keys HOA informed him that they are going forward with dredging the pond in the next week or so. KBV’s 40% share of the cost will be about \$3,000. Periodically dredging the pond is in our capital improvements planning but was not included as an item in the 2023 budget. The Board discussed that paving the beach parking lot and dredging the pond will put us over the 2023 capital budget but it will not require a community assessment. The cost of parking lot will be \$5,300 (minus budgeted 700) = 4600. The cost of pond is 3000. We will not spend the following items that were budgeted for in the capital budget and will take out 1,000 for Clubhouse structural repairs, 1,000 for beach signs, 2,000 for legal fees. This leaves us with a potential amount of 3,600 over budget. Mike will draft a letter to be sent out to the community explaining the budget situation.

MOTION – Merritt made a motion to move forward with the parking lot project this year

SECOND – Gary

VOTE – Unanimous

- 5. Website** – Merritt noted that he has received many spam emails that look like they are from Mike. He asked to remove the board members contact information from the website. Kim will remove the board contact info from the website and direct emails to the office email address.

Next meeting date is on 5/15 at 10:15am in the clubhouse.

ADJOURNMENT

MOTION – Gary moved to adjourn the meeting

SECOND – Merritt

VOTE – Unanimous

Meeting was adjourned at 12:05 pm.

Respectfully Submitted,

Kim Gargiulo

KBV HOA Staff