

**CAROLINA SHORES PROPERTY OWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**December 13, 2017**  
**Minutes of the Meeting**

**Board Members Present:** Al Franklin, Jack Bendy, Diana Mardall, Chuck Karnolt, Sue Hensler, John Csernecky, Kerry Jarrell Treasurer.

President Al Franklin called the meeting to order at 9:30 a.m. and the Pledge of Allegiance was recited.

**Approval of November Meeting Minutes:** Jack moved, and John seconded that the November minutes be accepted. The motion passed.

**Member Comments on Agenda Items:** None

**Office Report:** Merrilee stated that the office would be closing for the week between Christmas and New Years and advised that once the 2018 budget was approved that they would start printing invoices and stuffing the envelopes so that the invoices would be delivered the first week in January.

**Approval of 2018 Budget:** Jack moved to accept the proposed 2018 budget, and Diana seconded. The motion passed.

**Treasurer's Report:** Merrilee distributed copies of the transaction report for November and the updated operating budget to Board members. Kerry mentioned that several accounts were overspent. He focused on the grounds other account, this is the account that anything other than the contracted monthly mowing and blowing is billed to. He said that some of the overspend could be due to projects that had been approved during the year that had not been previously budgeted. He explained that the actual "to date" included all bills paid and that we would be going through everything to make sure that the correct account was charged. Any capital expense items would be taken from the reserve account. He compared this report to your taxes before you take all the deductions you are entitled to. He asked if there were any questions. Mike Donahue asked Kerry if he could explain the overspend in the grounds account. Kerry said he knew that we had installed irrigation and planted landscaping at the three entrances that previously did not have water. He deferred to Jack to identify other expenses. Jack said that we had quite a bit of storm damage cleanup after hurricane Matthew that was not addressed until this year. The Board approved cleaning up several abandoned properties which were not in the budget.

**BOARD LIAISON REPORTS:**

**Architectural Control Committee (ACC):** Joe Martere handed out the ACC report for November. John said that they had a new volunteer, Randy Smart, for the ACC Committee to work as an alternate when one of the committee members is away. He stated that the Committee would like to make changes to the building package to address headwalls. Currently the requirement

states that they must be finished in brick. They want to change it to read: 3. Must be finished in brick, concrete/stucco or stone to be compatible with the exterior of the house. John moved to have this change made and Chuck seconded. The motion passed.

**House Committee:** John reported that all the outer doors of the POA building had been painted. Merrilee commented that the painters would come back to put an additional coat of paint on the office door and sand and repaint the trim that was peeling on one door, there was too much moisture when it was painted. He also said that there had been a private function in the clubhouse and that the renters had left plastic on the floor and the tablecloths were wadded up and left on the buffet. Diana asked if we had kept the cleaning deposit. He said that we had not since the rules were written prior to us providing tablecloths. He would work with the office to revise the rules for renters. John advised the Board that he and Al had met with one of our residents who designs office spaces. He will look at some plans and give them his ideas for the best use and design for the offices.

**Grounds Committee:** Jack advised that he had Buddy Hines clean up the piece of property owned by the POA on Gate 11, it was very overgrown. Jack received two estimates for this work, the first was \$2000 and Buddy's was \$600. Our landscaper will be concentrating on leaf cleanup next. Al questioned Jack on the height of the soil at the entrance of Country Club and the Parkway, he feels it is too high and should be lowered when Dennis switches out the plantings. Jack to follow up on this. Al also commented that he had spoken to Phil Bureau at the Carolina Shores Golf Course about allowing us to plant and maintain the area at the entrance of Country Club and Carolina Shores owned by the Course. He said Phil was agreeable but had to send the encroachment agreement to their attorney for review before signing. The landscape contract with Dennis Langdon expires on December 31, 2017. He has submitted a new 3-year contract to provide the same services as the previous contract with no price increase. Jack moved to approve the contract and John seconded. Sue and Diana wanted to know if this contract was the basic mow and blow which they felt he had done a good job on. Jack said that it was and that special projects would be extra. They wanted to make sure that any large projects were bid out. Al said that the issues at the pool were not Dennis's fault the job was just bigger than expected. He also said that our community looks better than it ever did with the previous company and we should take advantage of locking in the price for the three years. Chuck asked if we had a provision for ending the contract early if not satisfied. Jack said that the contract gives either party an opt out with thirty days' notice. The vote was taken, and the motion passed 5 to one, with Sue opposing.

**Recreation Facilities Committee:** Chuck said that he had met with Joey from McLamb Fence and asked for an estimate for two small gates at the back of the tennis courts to allow the leaves to be blown off. He also spoke with AmeriGas about an estimate for installing a propane tank by the picnic area, so members can use the grills that are stored in the shed. He also reported that the engineer had completed the plans for the pavilion and they would discuss them in executive session. He mentioned that the practice board at the tennis court should be replaced as the one there was not made very well. Sue asked if it could be moved from the corner since it is difficult for a right-handed player to use. It needs to stay in the same location

since the posts are there. Diana asked for an update on the pickle ball courts. Chuck said that they would be done when we resurfaced the courts. He has plans to make an event out of it with free hot dogs and demonstrations of the game.

**Recreation/Social Committee:** Sue said that the holiday party was a great success. Her committee is starting to look for a venue for next year. She said that Sea Trail has new Food and Beverage Director and that from what she has heard from members of large groups who have attended functions there that they are doing a great job with food and service now. She will go with Mary Ann Williams and meet with them in January. The Recreation Committee is considering having two picnics this year. They have a new caterer for the picnics. Al inquired if her committee was all staying for another year. Sue said that Mary Ann has agreed to remain as chairperson and she will check with the others when she takes them out for lunch. She said that they had a much better turnout this year for Thanksgiving there were 65 residents in attendance. She felt that the increase was due in part to the office taking reservations and telling people what was left on the list for them to bring. Kerry said that this was just one example of making use of the office staff. He said that they were very capable of helping the Board members.

**Communications Committee:** Nothing to report.

**Advisory Committee:** Diana wants to have guidelines to allow fences in our community. Her proposal is 4 feet high made of aluminum/ wrought iron look. Al suggested that this be tabled until January. Joe Martere asked to work with her to develop new guidelines. Merrilee commented that the office receives many calls from realtors asking if we allow fences.

**Nominating Committee:** Al stated that there were 5 candidates running for three open positions.

**Legal:** Nothing to report

**Town:** The town is looking to fill one opening for commissioner

**Old Business:** Nothing to report

**New Business:** Nothing to report

**Member Comments:** Nancy Karnolt asked if one of the men could move the Halloween decorations out of the storage closet because they were difficult to get around. Al and Joe to handle.

Mike Donahue asked if anyone knew where the ornaments for the outside tree were. John said he thought they were in the shed.

Next meeting January 10, 2018.

The Board went into executive session at 10:20, came out at 11:10 and adjourned the meeting at 11:11.

