

**Bald Head Association Board of Directors Meeting**  
**Public Session Minutes**

*May 13, 2022*

*BHA Association Center – Generator Society Hall*

*Meeting held in person and electronically via Zoom Webinar.*

**Board members present:** *Alan Briggs, Joe Brawner, Robert Drumheller, John Kinney, Jennifer Lucas, Tiffany Williams*

**Staff present:** *Carol Collins Denise Eidal, Mary Anne Steele*

**I. *Call to Order*** - President Alan Briggs called the meeting to order at 11:05 am.

**II. *Approval of Agenda*** – Members were provided the agenda prior to the meeting.

**Motion:** Agenda is approved.

**Made by:** Tiffany Williams

**Second:** John Kinney

**Action:** Approved 6-0

**III. *Approval of Minutes*** – Minutes from April 8, 2022, April 18, 2022 and April 22, 2022, were provided prior to the meeting.

**Motion:** Minutes are approved.

**Made by:** John Kinney

**Second:** Tiffany Williams

**Action:** Approved 6-0

**IV. *Auditor's Report*** – Charles Earney and Eric Bergman presented their report of the audit of BHA. The recommendations were regarding cyber security.

**Motion:** Audit accepted.

**Made by:** Robert Drumheller

**Second:** John Kinney

**Action:** Approved 6-0

**V. *Reports (2022 Priorities and Committees)***

**A. *Cooperation with all island entities***

1. *Mulch Site/Boat Park update* -Robert Drumheller reported that the Village is working on a cost estimate and that a meeting is scheduled for Monday, May 16, 2022.

2. *Common Area issues* – Joe Brawner reported on the following:

a. *Portsmouth Walkway* – Chad Paul agreed to repair the current walkway and then grant BHA a permanent easement.

b. *Lighthouse Landing dock* – Due to lack of access this offer has been declined.

c. *Utility Tract 5* – Chad Paul has agreed to remove the equipment from this site.

**B. *Architectural Review Committee*** – The following changes are helping the ARC process: added personnel – Kim is fully trained as ARC Specialist and Mary Anne is working in ARC, the arc1 email is creating a central intake of applications, Final inspections and refunds of construction deposits are up to date. Volunteers are needed.

**C. *Violations and Community Wide Standards*** – The CWS Committee has several unusual cases that they are working through. The committee continues to prioritize areas to evaluate.

D. *Communications and Transparency* – The directors agreed that a mid-year member meeting should be scheduled the week of July 18<sup>th</sup>. Possible areas of focus could be the 40<sup>th</sup> Anniversary and/or building expansion ideas.

E. *Welcome and Integrate Our New Homeowners and Members*– no updates.

F. Education and Recreation – The ER Committee has been active with a Potluck Meal, a Charcuterie Board class and upcoming Pirates Weekend.

G. *Staff*

1. Medical leave policy – Jennifer Lucas is working with the attorney.
2. Assistant Executive Director – This position was budgeted, and the search will begin to fill the position.

H. *Financial Stability* and Finance Committee – Denise presented the Financials for April. The Finance Committee has a meeting scheduled for June 7, 2022.

I. Long-Range Planning Committee –Peter Menk sent an update. The committee has met recently and is following a Critical Thinking Process to evaluate building/space needs.

I. Resource, Conservation and Beautification Committee –Tiffany Williams reported that the committee hosted a Litter Sweep on April 30, 2022 and are making plans for more activities.

J. Nominating Committee – John Kinney presented the following volunteers for the 2022 Nominating Committee: Keith Earnshaw, Dennis Hogan, Kay Menk and Betty Robinson. The Bylaws allow for a committee of four plus the chair. Sandra Gleich was also approved if one of the others becomes unavailable.

**Motion:** Approve the Nominating Committee members as above.

**Made by:** John Kinney

**Second:** Robert Drumheller

**Action:** Approved 6-0

VI. ***NCUC Update*** – Alan Briggs reported that no changes have occurred in this situation.

VII. ***Executive Director’s Report*** – Carrie Moffett presented an update on the BOEM Offshore Wind Energy project. The auction winners were TotalEnergies Renewables USA, LLC and Duke Energy Renewables Wind, LLC.

VIII. ***Member Comments*** – There were no comments from members.

***VIII. Adjournment***

**Motion:** Motion to adjourn

**Made by:** John Kinney

**Second:** Robert Drumheller

**Action:** Approved 6-0