

Bald Head Association Board of Directors Meeting

Public Session Minutes

August 22, 2025

8:30am

Held Via Zoom and in person

Board members present: Christine Osborne, Paul Carey, Vickie Lonker, Derek Crump, Steve Smalley, Betty Robinson

Board members absent:

Staff present: Doug Jones- Executive Director, Dora Richey - Assistant Director, Madison Baughman- Administrative Assistant, Leigh Ann Fink - Book Keeper

1. **Call to Order/Approval of the Agenda-** Christine Osborne called the meeting to order at 8:36am.
2. **Approval of the Consent Agenda-** Members were provided with the consent agenda prior to the meeting.

Motion: To approve the entire consent agenda.
Made by: Betty Robinson
Second: Paul Carey
Action: 6-0

3. **Member's Comments-** No member comments at this session.
4. **Directors Report-** Executive Director Doug Jones reported that the reserve study has been completed and a forecast model delivered to the Finance Committee to support development of the 2026 budget. He noted that Dora Richey finalized the RFP summary for both a new cleaning service and a new database management software for BHA. Additionally, bank accounts have been optimized for easier navigation, and a phone system upgrade has been implemented. He concluded by encouraging members to stay tuned for an upcoming rebranding of *The Island Report*.

Christine Osborne was out of the meeting from 9:53 am to 9:55 am

5. **Financial Report-** LeighAnn Fink gave the financial report. Paul Carey presented a recommendation from the Finance Committee to reassign Battery 4 in the financials. See attached*

Motion: That the Battery Four asset be reclassified as Common Property
Made by: Paul Carey
Second: Betty Robinson
Action: 6-0

6. **Committee Updates from the Board Liaisons-** Betty Robinson reported the Education and Recreation committee working to bring the whole community together for the Smith Island Social. Derek Crump reported on the efficiency of the ARC. Steve Smalley announced that the 2025 Nominating Committee has been selected and will be voted on in executive session. Steve also commented that the Long-Range Planning Committee will be meeting later this month.
7. **Board President's Report-** Christine Osborne reported a successful Pirates weekend. She announced a BHI leadership meeting occurred and was successful.

8. Adjournment- 10:32 am

Motion: To adjourn the meeting.
Made by: Christine Osborne
Second: Derek Crump
Action: 6-0

Board Resolution of the Bald Head Association

Reclassification of Battery Four Asset from Real Estate to Common Property

WHEREAS, the asset known as Battery Four has previously been classified as a Real Estate asset on the Association's balance sheet despite a deed signed on February 8, 2016 by the Bald Head Association that "This conveyance is made SUBJECT TO the following restrictions and conditions: (1) the property herein conveyed shall be held, maintained, administered, and used only as 'Common Area', for the common use, benefit and enjoyment of Grantee's members, in accordance with and as defined in Grantee's governing documents;

WHEREAS, the Finance Committee of the Association has reviewed the Battery Four property and recommends that the asset be reclassified as Common Property:

WHEREAS, the Executive Director, the Vice President of the BHA, and the Treasurer of the BHA have discussed with the BHA's auditor, and he concurs with accounting for the Battery Four property as Common Property:

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves the reclassification of the Battery Four asset from Real Estate to Common Property, effective immediately upon adoption of this resolution; and

BE IT FURTHER RESOLVED, that the Association's officers are authorized and directed to take all necessary actions to update the Association's records, including but not limited to financial statements, property records, and any relevant legal documents, to reflect the reclassification of Battery Four as Common Property; and

BE IT FURTHER RESOLVED, that this resolution shall be recorded in the minutes of the Board and maintained in the Association's official records.

Adopted by the Board of Directors of the Bald Head Association on this 22nd day of August, 2025.