

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

Friday, September 10, 2021 – 11:00 am

BHA Association Center – Generator Society Hall

Meeting held in person and electronically via Zoom Webinar.

**Board members present:** Alan Briggs – President (virtual,) Robert Drumheller, John Fisher, John Kinney, Jennifer Lucas (virtual,) Tiffany Williams

**Staff present:** Carrie Moffett – Executive Director, Carol Collins, Denise Eidal, Pam Henson

**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 with two adjustments – the Overlook update will be first and the financial audit will be presented when Mr. Keller is available.

**Made by:** John Fisher

**Second:** John Kinney

**Action:** Approved 6-0

**III. Minutes from the August 13, 2021, and May 14, 2021, meetings.**

**Motion:** Minutes are approved.

**Made by:** John Kinney

**Second:** Robert Drumheller

**Action:** Approved 6-0

**IV. Committee Reports - none**

**V. Priority Updates**

**a. Wildlife Overlook Committee** – John Fisher gave an update. The official ribbon cutting and opening were at 10:00 AM today. Two alligators attended as well as lots of property owners and parties responsible for the project. The construction of the project came in under budget by approximately \$10,000.00 and Dale Giera of Trinity Builders donated an additional \$5000.00 to BHA for use on additional projects.

**b. Transparency** – Tiffany commended Pam Henson and the rest of the staff for continuing to provide information to members through Compass emails and the *Island Report*.

**c. Space** – Cubicles and desks have been installed in the Berne Room to make room for the additional staff. This will provide a short-term solution. For possible long-term solutions, Carrie Moffett and Alan Briggs will be discussing the project with architects, including Gordon Hall and John Farabow.

**d. Finance Committee** – This committee is working on the 2022 budget.

**e. ARC** – John Farabow’s and Brewse Barnard’s terms are expiring at the end of this year. Terry Steelman has agreed to chair ARC Section B and Dave Pacyna will chair ARC Section A. John Farabow may be asked to be the architectural consultant for Section A if a replacement is needed for Peter Quinn since he is running for Mayor.

**f. CWS Committee** – This ad hoc committee has canvassed the island and members are meeting monthly to review properties in violation of the Community Wide Standards.

- g. Staff Support** – As the island and BHA experience this growth the need for additional staff remains. The Compliance Associate’s position is still unfilled. Mary Anne Arata has been hired to scan and organize the ARC files.

**VI. August 2021 Financials –**

- a. August reports** - Denise Eidal

- b. Reconciliation of overlook expenses** - Board members asked for this at the next meeting.

- c. Selection of auditor** - Two audit firms have been interviewed and vetted by the Finance Committee. The Committee recommended that the Board hire Earney and Company to audit the 2021 financials.

**Motion:** Motion to hire Earney and Company to audit the 2021 financials.

**Made by:** John Fisher

**Second:** John Kinney

**Action:** Approved 6-0

**VII. Executive Director Report –** Carrie Moffett had several items to address.

- a. Managed Drip-edge Communities** - Pam Rainey had three requests of the Board.

- i. The corner of Sumner’s Crescent needs additional vegetation and a way to prevent trams, carts, bikes from cutting the corner.

**Motion:** Motion to add post and rope to the Sumner’s Crescent corner.

**Made by:** Robert Drumheller

**Second:** Tiffany Williams

**Action:** Approved 6-0

- ii. When a dumpster is needed in one of the drip edge communities, it is placed on BHA Common Area. We need a policy or a way to track when and where these will be placed.

- iii. A tree in Surfman’s Walk needs to be removed.

**Motion:** Permission granted for removal of the tree.

**Made by:** Robert Drumheller

**Second:** John Fisher

**Action:** Approved 6-0

- b. Moderator for the Candidate Forum** – The candidate forum is scheduled for Monday, October 11, 2021, from 3-5 PM. Pam Henson is making arrangements for a moderator.

**Old Business**

**VIII. Audit of 2020 Financials** – Jason Keller presented his report on the 2020 Audit. He explained the process and the highlights of the report. No difficulties were found and BHA received a “clean” audit. A link will be provided on the website for the full audit report and members will

received portions of the audit in the Annual Packet mailed in December. Robert commented that BHA had operationalized the option at North State Bank to protect BHA's account balances over FDIC coverage maximums.

**New Business**

**X. Nominating Committee** – Tiffany Williams reported that the nominating committee received 6 resumes and after careful consideration presented the following two candidates:

John Kinney – who has been nominated for a second three-year term and Bill Staton whose financial background will be beneficial to BHA in the coming years. Others interested in being considered for board service by the membership can self-nominate through the process outlined in BHA's bylaws.

**XI. No Member Comments**

**XII. Adjournment**

**Motion:** Motion to adjourn at 12:16  
**Made by:** Robert Drumheller  
**Second:** Tiffany Williams  
**Action:** Approved 6-0