

Bald Head Association Board of Directors Meeting

Public Session Minutes

April 28, 2023

BHA Association Center, Generator Hall

Meeting held in person and electronically via Zoom Webinar.

Board members present: Alan Briggs, Joe Brawner, Robert Drumheller, John Kinney (Zoom), Christine Osborne, Paul Carey

Staff present: Carrie Moffett, Mary Anne Arata, Leigh Ann Fink (partial), Pam Henson (partial), Pam Rainey (partial)

Guests: Chris McCall (partial), Cam McIntyre (partial), Peter Quinn (partial and on Zoom)

1. Call to Order - President Alan Briggs called the meeting to order at 11:08 am.

2. Approval of Consent Agenda – Members were provided with the consent agenda prior to the meeting.

Motion: Approve the consent agenda with amendment to add Cam McIntyre to discuss to Dog Park and Club reviews to the meeting agenda

Made by: Robert Drumheller

Second: Paul Carey

Action: Approved 6-0

3. Monthly Financials – Leigh Ann Fink presented the March Financials to the Board.

Alan Briggs acknowledged Chris McCall and Peter Quinn's (Village Manager and Village Mayor) attendance at the meeting. Chris McCall stated that the Village Council requested that he attend the BHA Board of Director's monthly meetings to stay informed of items being discussed at the meetings.

The Board decided to skip to 4.5.a. agenda item concerning the Dog Park and Club reviews so Cam McIntyre and Chris McCall may participate in the discussion.

4.5.a. Dog Park- Some property owners have requested an expansion of the current dog park. There is documentation that the dog park is a responsibility of the Village but the land is owned by the BHA. Both entities have expressed that clear guidelines of the responsibilities are needed for both parties.

4.5.c. Club reviews – Chris McCall stated that the maps need a few adjustments but it is mostly concerning BHA and the BHI Club.

4. 2023 Priorities

1. Communications with Our Members –

a. Survey report on Island Report/Communications - Pam Henson presented the results of the Island Report survey. The survey data supported maintaining monthly print and online versions of the *Island Report*. The board agreed to continue this current model for the rest of 2023. The Board agreed to discuss this further as they prepare for the 2024 budget.

The Board recessed at 12:40 and reconvened at 12:55.

b. NCUC complaints – Christine Osborne discussed many homeowner complaints regarding carrying items on the ferry which is causing an overload of packages at the post office. She proposed to allow certain days of the week with low volume traffic to permit homeowners to bring hand carried items on the ferry.

2. Attention to Financial Responsibility for BHA – An early recommendation of the Finance Committee is consider charging managed communities for the full array of services they're provided. Carrie will provide a breakout of the appropriate proportions as part of the 2024 budget development.

3. Ad Hoc ARC Committee – John Kinney reported that many of the problems in the ARC are due to excessive submittals where prospective homeowners are contracting with designers instead of architects. The Committee will continue its work looking at all options.

4. Transparency – Alan Briggs noted that the Transparency 2023 priority is open to all Board members to report. There was no report for this item.

5. Collaboration with Island Entities –

a. Dog Park - see above

b. Beehive - the current location of the beehive is on Common Area located adjacent to the mulch site. JP McCann, Public Services Director at the Village of Bald Head Island, requested the beehive be removed from all common area because some Village employees are allergic to bees. The Board asked Carrie to determine whether there are other common area parcels that could be considered and report to the Board.

Paul Carey left the meeting at 1:15 pm.

Christine Osborne left the meeting at 1:20 pm.

c. Club review- Fran shared details of working collaboratively with the BHI Club on their recent renovations. The BHI Club will be sending in a Landscape Plan in May.

6. Provide support for BHA Staff – Carrie Moffett introduced Chris Howard as our new ARC Administrative Assistant.

5. Committee Reports

1. Architectural Review Committee – John Kinney reported on the continuation of the ARC Ad Hoc Committee. Please see notes above from Ad Hoc Committee.

2. Community Wide Standards Committee – Joe Brawner stated that the CWS committee is continuing to review driveways and common area.

3. Education and Recreation Committee – the ER committee reported many successful events in April. The last potluck had 52 attendees and the upcoming potluck is on May 8th. There will be a Porch Island Treasures on June 24th.

4. Finance Committee – no additional report in addition to the above discussion.

5. Long Range Planning Committee – The Long Range Planning Committee has been asked by the Board to evaluate whether to sell Battery 4. Carrie has provided documentation to the committee so they can make an informed decision.

6. Resource, Conservation and Beautification Committee – The last litter sweep was not well attended because of the bad weather but will schedule another one soon. The pollinator garden committee and volunteers installed the first phase of the garden despite the weather.

7. Nominating Committee – no report but it was suggested that we advertise to interested parties for the open committee positions.

6. Managed Areas –

a. Reconsideration of bi-annual inspections – The Board previously approved bi-annual inspections of the areas BHA manages. Pam Rainey asked the Board to reconsider the policy given the significant amount of time in those areas, there is no need for an extra inspection.

Motion: Approve annual inspections of managed areas

Made by: Robert Drumheller

Second: Joe Brawner

Action: Approved 4-0

b. Keeper's Landing pier repairs – Pam Rainey reported the need to repair the pier at Keeper's Landing and asked the Board to release \$4200 from Keeper's Landing reserves for the repairs.

Motion: Authorize withdrawal from \$4,200 from Keeper's Landing's reserves for pier repairs

Made by: Robert Drumheller

Second: Joe Brawner

Action: Approved 4-0

7. Boat Park Collections- The Boat Park is completely full. However, there are 7 people who have not paid their annual fee. Pam Rainey is seeking guidance from the Board on how to handle this situation. The Board requested policy for the next meeting to review.

8. Approval of Reserve Expenses –

a. Association Center Repairs –

Motion: Authorize withdrawal from the reserves to replace 4 doors along with frame in the Association Center

Made by: Robert Drumheller

Second: Alan Briggs

Action: Approved 4-0

Motion: Authorize withdrawal from the reserves for \$1,200 to replace all window screens

Made by: Robert Drumheller

Second: Alan Briggs

Action: Approved 4-0

Motion: Authorize withdrawal from the reserves for \$4,700 to sand and seal hardwood floors in the Association Center. A test should be conducted prior to the job to ensure the floor's thickness allows for sanding/sealing.

Made by: Robert Drumheller

Second: Alan Briggs

Action: Approved 4-0

Motion: Authorize withdrawal from the reserves to replace upstairs carpet and remove downstairs office carpet and replace with Luxury vinyl plank

Made by: Robert Drumheller

Second: Alan Briggs

Action: Approved 4-0

b. Surfman John Price alley – Village of BHI accepted the maintenance of alley but required an engineer report in order to accept the road.

Motion: Authorize \$810 from the SF-5/SF-5SW alley reserves to pay for the engineer report

Made by: Robert Drumheller

Second: Alan Briggs

Action: Approved 4-0

c. Palmetto Cove Pier – The Palmetto Cove pier needs to be reconfigured because the creek has shifted which has caused the dock to extend too far into the creek. The BHA is seeking a bid for the job that will begin in the fall so the homeowners may enjoy the dock this summer.

6. Executive Director's Report

1. Staff will keep stats of ARC submittals and report to the board each month.
2. Demolition of structures at Hole 7.
3. Portsmouth Walkway – BHA is waiting for final paperwork to receive ownership from BHI Limited. The previous encroachment from a home has been removed.

4. The pollinator garden broke ground for the first phase this month and the second phase will be in the fall.
5. BHA filed our tax return this month.
6. There were 47 closings this month. From 2018 to present, there has been a 52% turnover of properties.

7. Member Comments – There were no comments from members.

8. Adjournment

Motion: Adjourn Public Session at 2:40 pm
Made by: Alan Briggs
Second: John Kinney
Action: Approved 4-0