

Bald Head Association Board of Directors Meeting

Public Session Minutes

July 14, 2023

BHA Association Center

Meeting held in person and electronically via Zoom Webinar.

Board members present: Alan Briggs, Joe Brawner, Robert Drumheller, John Kinney

Board Members absent: Christine Osborne and Paul Carey

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

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

2. Approval of Agenda for 7-14-23 – Members were provided with the agenda prior to the meeting.

Motion: Approve the agenda for 7-14-23

Made by: John Kinney

Second: Robert Drumheller

Action: Approved 4-0

3. Consent Agenda

a. Approval of Minutes for 6-9-23 – Members were provided minutes prior to the meeting. Joe Brawner noticed a discrepancy on item 6 of the minutes. The 6-9-23 minutes will be revised and voted on at the August meeting.

4. Monthly Financials for July 2023 - Leigh Ann Fink presented the June financials to the Board.

5. Storing Options for Brian Young Landscaping – There have been several emails from property owners in response to an email sent from Brian Young, inquiring about storage options for Brian Young Landscaping. The Village is working to find suitable storage space for his company. The BHA will continue to observe and monitor progress.

6. 2023 Priorities

1. Communications with Our Members – no report

2. Attention to Financial Responsibility for BHA – The audit is in process and Staff are working on key assumptions for next year.

3. Ad Hoc ARC Committee to help better serve our members – John Kinney shared five items from the committee. The current approval rating for ARC submittals are approximately 94%. It takes 5-11 days to notify property owners of results of meeting. The Design Guidelines have been revised and is now 70 pages in length. The ability to submit ARC applications online launched this week. The next meeting of the Committee is July 27, 2023.

4. Transparency – no report

5. Collaboration with Island Entities – Robert Drumheller updated the Board on transferring lagoons to the BHI Club and Village of BHI and current status of the Dog Park. There is a request to grind the stumps in the Dog Park.

Motion: Approve \$1,200 for grinding stumps in Dog Park

Made by: Robert Drumheller

Second: John Kinney

Action: Approved 4-0

Dora Richey is continuing to research types of benches that are harmonious with community aesthetic to be placed in Common Areas. She will make a recommendation at the August Board meeting.

6. Provide support for BHA Staff – no report

7. Committee Reports

1. Architectural Review Committee – John Kinney shared the statistics of the ARC submittals being approved the first time.

2. Community Wide Standards Committee – Joe Brawner suggested that the Board consider upholding previously “grandfathered” items to the current Design Guidelines standards once the home has either been sold or renovated.

3. Education and Recreation Committee – No report

4. Finance Committee – There will be another meeting later this summer.

5. Long Range Planning Committee – The next Long Range Planning meeting is scheduled for August 24th and will be considering the feasibility of selling the Battery 4 property.

6. Resource, Conservation and Beautification Committee - No report but John Kinney stated that he will not be available for Operation Re-Forest this year.

8. Executive Director’s Report – Carrie Moffett discussed the following items.

1. New flooring and carpet will be installed in the BHA offices and the floor in the Association Center will be refinished in the upcoming months.

2. A Request for Proposal will be sent out this week for building a retaining wall at the BHA Overlook and the Board will consider it at the August meeting.

3. ARC online forms were launched this week to make the ARC process easier for property owners and their representatives, as well as staff.

4. Emergency Action Plan – BHA has created a formal Emergency Action Plan to follow in case of many types of emergencies.

5. Management Reports - Carrie shared the various Management Reports that staff have reported on their monthly tasks.

6. Conflict of Interest forms – Each year the BHA requires staff, Board members and ARC Committee volunteers to sign a Conflict of Interest form for transparency reasons. The following individuals noted a conflict:

Bob Nixon (ARC committee) – serves on the BHI Club Board of Governors

Tiffany Williams (ARC committee) – owns a real estate and design business

Kathy Newman (ARC committee)- serves on the Shoals Club Board of Directors

Kim Bandera (staff member) – has her real estate license and her husband is an architect

Fran Pagliaro (staff member) – has her real estate license

Carrie Moffett asked if there are any concerns from the Board about the self-identified current conflicts. It was suggested that Bob Nixon should recuse himself from all BHI Club submissions since he serves on the BHI Club Board of Governors. Carrie will follow up with Fran Pagliaro and Terry Steelman.

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

10. Adjournment

Motion: Adjourn at 12:24 pm

Made by: Alan Briggs

Second: John Kinney

Action: Approved 4-0

The meeting adjourned at 12:24 pm.