

**APPROVED MINUTES
COLINGTON HARBOUR ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MAY 18, 2010**

Roll Call & Verification of Quorum: Melissa McAllister, John Collins, Don Brady, Stephanie Coleman, Rikki Schuster, Frank Hendricks, Paulette Benz. Present on behalf of Cape Management were Deke Bolte, Niels Moore, Cheri Pain and Sherry Martin.

Proceeding:

Meeting called to order 7:10 pm by Chair, Paulette Benz. A moment of silence was observed.

Ms. McAllister motioned for two changes to the meeting agenda: 1) Item I-F, Approval of Harbour Headlines / Website Revisions under Old Business, be moved to New Business, Section XII and 2) Hold Harmless Agreement be added as Item XI-D under Old Business. The motion was seconded by Ms. Schuster and unanimously approved.

Ms. Schuster motioned that the February 16, 2010 Board Meeting Minutes be approved as written. Mr. Collins seconded the motion, discussion ensued, all were in favor, and the motion carried.

Mr. Collins motioned that the April 20, 2010 Board Meeting Minutes be approved as written. Mr. Hendricks seconded the motion, discussion ensued, all were in favor, and the motion carried.

Report from the ACC: Mr. Hopkins gave the ACC report, noting that the Committee approved a dock, a siding job, an enclosure and several fences since the last meeting.

Report from Crime Watch: Mr. Raveling gave the Crime Watch report, noting that there had not been any incidents reported within the Harbour in the past month.

Comments from the floor: Ms. McAllister opened the floor to comments and requested owners keep comments to three minutes or less. Ms. Pain asked that owners identify themselves clearly before speaking. Several owners spoke on a variety of topics. After all had an opportunity to speak, Ms. McAllister closed the floor and moved on to monthly reports.

Manager's Report: Mr. Bolte summarized the Manager's Report that was included with the meeting package, noting that he is now staffing the CHA office from 9AM to Noon each Saturday. Mr. Bolte also noted that 90,000 cars passed through the guard gate in April. Mr. Bolte suggested the Board create two new volunteer subcommittees to address needs within the community – a Park Committee and an Entry Enhancement Committee. Ms. McAllister motioned for creation of these two committees, Mr. Hendricks seconded the motion, all were in favor and the motion carried. Ms. McAllister encouraged owners to contact Mr. Bolte in the CHA office to volunteer for these new committees.

Reports or General Comments from the President: N/A

Reports or General Comments from the 1st Vice President: N/A

Reports or General Comments from the 2nd Vice President: N/A

Reports or General Comments from the Secretary: N/A

Reports or General Comments from the Treasurer: Mr. Collins noted that two of the Association's CD's with Southern Investment, totaling approximately \$260,000 recently matured and, since the renewal interest rate was only .7, rather than renewing, the funds were transferred to the Gateway Money Market account to cover ongoing marina work. Mr. Collins called for a meeting of the Investment Committee in June to review the Association's investment accounts. Mr. Collins also explained that he just received the Association's financials from Cape Management and hadn't had an opportunity to review them yet.

Reports or General Comments from the Board: N/A

Old Business:

A. Hermann Carl Miller Jetty Update – Ms. McAllister introduced CHA owner and engineer, Carl Miller. Mr. Miller gave a presentation on CHA's jetties and recommended the association install parallel jetties (while leaving the existing

angled jetties intact) to increase jetty efficiency, reduce the Association's dredging costs, and ensure adequate channel depth. Mr. Miller then answered owner questions. The group thanked Mr. Miller for his work.

- B. Paving Update** – Ms. McAllister reviewed the paving quotes she had obtained at the Board's direction, noting that 2" of compact asphalt and swale installation where needed is currently estimated at \$32k for Rhodoms, \$37k for Sunset, \$10k for Quork, and \$32k for Lee; however, actual cost is subject to change depending upon the cost of oil at the time of the work. Ms. McAllister explained that, since paving was removed from the Reserve plan and there is only \$18k in the current operating budget for paving, the options are pave only Quork this year, forego paving this year, or request a special assessment to fund additional paving. The group determined that a special assessment of approximately \$47 per lot would be required to fund all four paving projects this year. The floor was opened and extensive discussion ensued. Mr. Collins moved to table the paving decision until after the budget is addressed at the annual meeting. Mr. Hendricks seconded, all were in favor, and the motion was tabled.
- C. Petition Legal Review Status** – Ms. Benz explained that the Board has been waiting for quite some time for a legal opinion on the petition from Dwight Wheless. Given that Mr. Wheless has not responded and the Board now has attorney Robert Hobbs on retainer for legal matters relating to clubhouse rentals, Ms. Benz asked whether the Board wanted to task Mr. Hobbs with rendering a legal opinion on the petition instead of Mr. Wheless. Mr. Collins so moved, Mr. Hendricks seconded, Ms. McAllister abstained, all others were in favor and the motion carried.
- D. Hold Harmless Agreement** – Ms. Benz read aloud the Hold Harmless Agreement provided to the Board by CYC for the Youth Sailing Program. Ms. Benz noted that CYC also provided the Board with a copy of their Liability Insurance Declaration. Ms. McAllister requested Board approval to sign the Hold Harmless Agreement. Ms. Benz recommended the wording of the Hold Harmless Agreement be modified slightly to make it more forthright before the Agreement is signed. The group agreed to hold a Board Workshop on Tuesday, May 25th, at 6:30 PM to edit and approve the Hold Harmless Agreement.
- E. CAMA Major Permit Update** – Ms. McAllister noted that George Wood has been working on an updated base map for the Harbour and it is available should owners wish to see it.

New Business:

- A. Harbour Headlines** – Mr. Moore explained Cape's recommended changes to the Association's website and newsletter. Mr. Collins noted that funds for this work are available in the 2009/2010 & 2010/2011 computer budget. Mr. Moore explained that these changes will ultimately reduce the Association's expenses in the long run. Ms. McAllister motioned to approve the proposed revamping of the newsletter, Ms. Schuster seconded, all were in favor and the motion carried.

Comments from the floor: Ms. McAllister again opened the floor to comments. After all owners had an opportunity to be heard, Ms. McAllister closed the floor.

Adjournment: A motion was made, seconded, and unanimously approved to adjourn the meeting at 9:06 pm.