

MINUTES
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING
SEPTEMBER 12, 2017
9:00 AM

Call to order – 9:00 am – Frank Hendricks

Members Present:

Hickman Finch – President
Sharon Wheless – 2nd Vice President
John Collins – Treasurer
Howard Snyder – Secretary
Frank Hendricks – Chairman
Jim Horne – Member at Large

Others Present:

Donna Robertson
Elisabeth Silverthorne

Approval of Agenda:

Howard 1st, John 2nd - all in favor

Approval of minutes:

Minutes from August 8th meeting – Hickman 1st, Howard 2nd – all in favor

Minutes from July 18th – tabled – John 1st, Frank 2nd – all in favor

Hearing for 302 Harbour Rd.- Resident a no show- determine whether the trailer full of trash is on common property, if so contact Sheriff's dept. and move it to the maintenance yard.

Department Reports:

- Maintenance – Paul Lyttle reported on projects finished and upcoming projects
- Admin – Donna Robertson reported on Security updates, South Jetty, Paving, EDM, and current status on collections.
- Foreclosure Approval: Frank 1st, Jim 2nd – all in favor
 - I. Arthur & Carrie Knieper – 103 Sandpiper
 - II. John Keller – 105 Mallard Ct.
 - III. Johnson & Lillian Spruill – 109 Colington Dr.

Officer Reports:

President – none

2nd Vice President – none

Treasurer – John Collins gave financial reports (attached)

Secretary – none

Member at Large – none

Old Business:

Paving

- Merrell's contract – need to find previous minutes authorizing Deke to sign contract & have counsel look at contract
- Discussion of having a 13 year paving program to fully pave neighborhood

South Jetty

- John Marshall to be liaison for the Board and the Committee with Rick Hildebrandt

Capital Reserve Study

- Discussion of the progress for the new study, removing paving

Balance of legal bill

- Sharon Wheless – motion to pay balance, Howard 2nd – discussion of rules for contacting – all in favor

New Business

- Request to change Lot Modification Form to include bringing in Sand, Rock etc. – approved – no motion needed.
- New Playground – Toddler (old playground) money is allocated in the Capital Reserve in the amount of \$5,350 – approved to make first purchase of \$2500 towards 1st phase (swings) John C 1st, Frank 2nd – all in favor
- Replace Webcams at boat slips – referred to EDM

Variance – 232 Eagle Drive

Approved - John 1st, Frank 2nd all approved

Motion to Adjourn – Sharon 1st, Frank 2nd 11:25am

12:11 PM

The Colington Harbour Association Inc.

Profit & Loss

09/27/17

May 1 through September 11, 2017

Accrual Basis

	<u>May 1 - Sep 11, 17</u>
Income	
401 · Association Assessments	613,575.55
424 · Interest on Past Due Assessment	9,424.32
425 · Late Fee Income	10,425.00
435 · CHY&R Additional Billing	6,313.00
440 · Newsletter Ad	165.00
450 · Boat Slip	1,720.00
453 · Launch Fees	1,460.00
455 · Park Reservations	550.00
458 · Maintenance Yard Fees	2,576.00
460 · Debris Removal/Grass Cutting	300.00
461 · Bar Code Fees	68.00
462 · Building Permit Fees	400.00
471 · Fines	2,810.00
490 · Interest Income - Operating	72.40
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Total Income	649,859.27
Gross Profit	649,859.27
Expense	
608 · Admin Expenses	3,138.10
609 · Office Salaries	15,861.00
615 · Insurance Expense	38,764.20
620 · Telephone	964.71
625 · Utilities	1,420.21
629 · Bad Debt	858.51
630 · Office Supplies	1,136.72
632 · Postage and Delivery	1,170.25
634 · Printing	2,198.31
637 · Dues and Subscriptions	528.00
650 · Covenants Enforcement	14.00
672 · Legal & Professional Fees	7,088.90
676 · Audit/CPA Fees	2,590.00
680 · Travel	315.89
690 · Property Tax	332.16
696 · Payroll Tax Expense	5,509.55
697 · Payroll Processing	576.80
705 · Maintenance Salaries	20,548.50
710 · Contract Labor	100.00
715 · Maintenance Phone	430.08
716 · Maintenance Utilities	556.45
720 · Common Property Maintenance	691.79
730 · Maintenance Supplies	780.15
740 · Maintenance Yard Tipping Fee	2,877.48
754 · Equipment Repair	628.26
756 · Automobile Maintenance	739.25
758 · Gas	1,259.99
760 · Security Wages	32,718.87
765 · Security Phone	169.21
766 · Security Utilities	881.48
767 · Security Passes	2,515.18
770 · Johns Brothers Monitoring	436.21
780 · Street Paving	85,000.00
800 · Reserve Funding	58,000.00
895 · Reserve Disb	1,330.00
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Total Expense	292,130.21
Net Income	<u>357,729.06</u>

12:12 PM

The Colington Harbour Association Inc.

Profit & Loss

09/27/17

May 1 through September 11, 2017

Cash Basis

	<u>May 1 - Sep 11, 17</u>
Income	
400 · Assessments Outstanding	15,500.56
401 · Association Assessments	576,762.79
402 · Short period assessment refund	-95,929.65
424 · Interest on Past Due Assessment	602.57
425 · Late Fee Income	5,631.56
435 · CHY&R Additional Billing	6,313.00
440 · Newsletter Ad	165.00
450 · Boat Slip	1,720.00
453 · Launch Fees	1,460.00
455 · Park Reservations	550.00
458 · Maintenance Yard Fees	2,576.00
460 · Debris Removal/Grass Cutting	300.00
461 · Bar Code Fees	68.00
462 · Building Permit Fees	400.00
490 · Interest Income - Operating	72.40
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Total Income	516,192.23
Gross Profit	516,192.23
Expense	
608 · Admin Expenses	3,138.10
609 · Office Salaries	15,861.00
615 · Insurance Expense	38,764.20
620 · Telephone	964.71
625 · Utilities	1,420.21
629 · Bad Debt	858.51
630 · Office Supplies	1,136.72
632 · Postage and Delivery	1,170.25
634 · Printing	2,198.31
637 · Dues and Subscriptions	528.00
650 · Covenants Enforcement	14.00
672 · Legal & Professional Fees	10,570.90
676 · Audit/CPA Fees	2,590.00
680 · Travel	315.89
690 · Property Tax	332.16
696 · Payroll Tax Expense	5,509.55
697 · Payroll Processing	576.80
705 · Maintenance Salaries	20,548.50
710 · Contract Labor	100.00
715 · Maintenance Phone	430.08
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730 · Maintenance Supplies	780.15
740 · Maintenance Yard Tipping Fee	2,877.48
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758 · Gas	1,259.99
760 · Security Wages	32,718.87
765 · Security Phone	169.21
766 · Security Utilities	881.48
767 · Security Passes	2,515.18
770 · Johns Brothers Monitoring	436.21
780 · Street Paving	85,000.00
800 · Reserve Funding	58,000.00
895 · Reserve Disb	1,330.00
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Total Expense	295,612.21
Net Income	<u><u>220,580.02</u></u>