

MINUTES
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING
May 8, 2018
9:00AM

Call to order – 9am– John Galbraith

Members Present:

Hickman Finch – President
Neil Schaming – 2nd Vice President
John Collins- Treasurer
Steve Ornstein – Secretary
Jim Horne – Member at large

Others Present:

Donna Robertson

Approval of Agenda:

John Collins 1st, Hickman Finch 2nd – all in favor

Approval of minutes for Feb. 13th, Feb 26th, Mar 20th - – John Collins 1st, Steve Ornstein 2nd – all in favor

Hearing: 211 Sir Richard – Trash and debris owner (Michael Coder) did not show up – John Collins made motion to charge a fine of \$25 and if not removed in 10 days, \$10 a day thereafter. Neil 2nd – all in favor

Department Reports

Security – Roy Welch out sick

Maintenance – Pat Card reported on maintenance that had been completed

Covenant Enforcement – Pat McGowan – reported on a complaint of chickens, owner stated they are therapy chickens, board stated a Medical Doctor must provide confirmation

Administrative – Donna Robertson reported on contracts for the Boat Launch and repair of the bulkhead behind clubhouse, new traffic pattern for gate, appraisal completion from NCDOT

Officer Reports:

President – Discrimination complaint moved to executive session – Hickman Finch 1st, John Collins 2nd – all in favor

Treasurer – gave financials (attached)

Secretary –None

Vice President – absent

2nd Vice President – None

At Large – questioned vehicles being parked on the side of the road

Old Business:

Email Votes for purposes of recording in the minutes – 117 Kitty Hawk Bay Ct Variance approved.
Walkway replacement approved

Drainage – Hall Goodmans proposal for drainage – John Collins 1st, Steve 2nd – all in favor

New Business

Paving – Approval given for the 1st year of paving plan, 1 mile of Harbour View Drive. John Collins 1st, Neil Schaming 2nd – all in favor

Light on Basketball Court – place a light on current pole

Lot 76 & 77 – Board would be agreeable to a variance for drive ways, specifics will have to be presented for approval

Request for an unlicensed trailer to get a parking sticker – vehicle must be registered to drive on the road in Colington Harbour

Colington Yacht Club Insurance – to be handled by Steve Ornstein

Establishment of Fines – Board approved set fines for violations (see attached), covenants provide for removal of trash or debris by maintenance at owner's expense if not removed in five days of notice (no hearing necessary as this is a service not a fine)

Adjourn to Executive Session – John Galbraith 1st, Steve Ornstein 2nd – all in favor 12:03 pm

The Colington Harbour Association Inc.
Profit & Loss Budget vs. Actual
 May 1, 2018 through May 8, 2019

	May 1, '18 - May 8, 19	Budget	\$ Over Budget	% of Budget
Income				
400 · Assessments Outstanding	548.46	75,000.00	-74,451.54	0.7%
401 · Association Assessments	458,135.66	614,477.00	-156,341.34	74.6%
402 · Short period assessments refund	-816.45	0.00	-816.45	100.0%
424 · Interest on Past Due Assessment	292.02	3,500.00	-3,207.98	8.3%
425 · Late Fee Income	125.00	8,500.00	-8,375.00	1.5%
426 · Attorney Fee	41.25	7,500.00	-7,458.75	0.6%
428 · NSF Fee Income	0.00	0.00	0.00	0.0%
429 · Collection Fee	0.00	0.00	0.00	0.0%
430 · CHY&R Annual Billing	0.00	12,000.00	-12,000.00	0.0%
435 · CHY&R Additional Billing	0.00	6,500.00	-6,500.00	0.0%
440 · Newsletter Ad	0.00	1,200.00	-1,200.00	0.0%
450 · Boat Slip	0.00	16,000.00	-16,000.00	0.0%
453 · Launch Fees	0.00	1,700.00	-1,700.00	0.0%
455 · Park Reservations	50.00	750.00	-700.00	6.7%
458 · Maintenance Yard Fees	358.00	7,000.00	-6,642.00	5.1%
460 · Debris Removal/Grass Cutting	625.00	500.00	125.00	125.0%
461 · Bar Code Fees	0.00	100.00	-100.00	0.0%
462 · Building Permit Fees	50.00	800.00	-750.00	6.3%
465 · Miscellaneous Income	0.00	200.00	-200.00	0.0%
470 · Fundraising Income	0.00	0.00	0.00	0.0%
471 · Fines	0.00	0.00	0.00	0.0%
480 · Imagery Sales	0.00	0.00	0.00	0.0%
490 · Interest Income - Operating	0.00	600.00	-600.00	0.0%
495 · Interest Income - Reserves	0.00	200.00	-200.00	0.0%
496 · Transfer From Reserve	0.00	72,000.00	-72,000.00	0.0%
513 · Returned Check Charges	25.00	0.00	25.00	100.0%
Total Income	459,433.94	828,527.00	-369,093.06	55.5%
Cost of Goods Sold				
500 · Cost of Imagery Sales	0.00	0.00	0.00	0.0%
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	459,433.94	828,527.00	-369,093.06	55.5%
Expense				
605 · Management Fees	0.00	0.00	0.00	0.0%
608 · Admin Expenses	0.00	8,000.00	-8,000.00	0.0%
609 · Office Salaries	0.00	75,000.00	-75,000.00	0.0%
615 · Insurance Expenses	0.00	39,000.00	-39,000.00	0.0%
620 · Telephone	39.99	3,400.00	-3,360.01	1.2%
625 · Utilities	119.96	3,500.00	-3,380.04	3.4%
627 · Bank Charges	0.00	100.00	-100.00	0.0%
629 · Bad Debt	257.00	22,477.00	-22,220.00	1.1%
630 · Office Supplies	396.72	3,500.00	-3,103.28	11.3%

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632 · Postage and Delivery	1,081.54	6,000.00	-4,918.46	18.0%
634 · Printing	0.00	8,000.00	-8,000.00	0.0%
637 · Dues and Subscriptions	0.00	1,000.00	-1,000.00	0.0%
642 · Small Tools and Equipment	0.00	2,000.00	-2,000.00	0.0%
644 · Equipment Rental	0.00	1,500.00	-1,500.00	0.0%
650 · Covenants Enforcement	3.00	100.00	-97.00	3.0%
655 · Tech Committee	0.00	0.00	0.00	0.0%
672 · Legal & Professional Fees	1,325.00	30,000.00	-28,675.00	4.4%
676 · Audit/CPA Fees	0.00	10,000.00	-10,000.00	0.0%
680 · Travel	0.00	600.00	-600.00	0.0%
685 · Imagery Expenses	0.00	0.00	0.00	0.0%
690 · Property Tax	1.43	400.00	-398.57	0.4%
692 · Federal Income Tax	0.00	200.00	-200.00	0.0%
694 · NC Income Tax	0.00	1,000.00	-1,000.00	0.0%
695 · Rentals & Interest	0.00	0.00	0.00	0.0%
696 · Payroll Tax Expense	0.00	20,000.00	-20,000.00	0.0%
697 · Payroll Processing	0.00	1,750.00	-1,750.00	0.0%
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
69810 · Bank Service Charges	20.00	0.00	20.00	100.0%
705 · Maintenance Salaries	0.00	71,000.00	-71,000.00	0.0%
710 · Contract Labor	0.00	1,500.00	-1,500.00	0.0%
715 · Maintenance Phone	310.80	1,900.00	-1,589.20	16.4%
716 · Maintenance Utilities	84.97	1,500.00	-1,415.03	5.7%
720 · Common Property Maintenance	0.00	7,500.00	-7,500.00	0.0%
722 · Building Maintenance	0.00	200.00	-200.00	0.0%
724 · Street Signs	0.00	500.00	-500.00	0.0%
730 · Maintenance Supplies	830.18	6,000.00	-5,169.82	13.8%
732 · Miscellaneous Expenses	0.00	0.00	0.00	0.0%
740 · Maintenance Yard Tipping Fee	885.26	7,000.00	-6,114.74	12.6%
752 · Maint Equipment Rental	0.00	0.00	0.00	0.0%
754 · Equipment Repair	0.00	1,600.00	-1,600.00	0.0%
758 · Automobile Maintenance	0.00	2,000.00	-2,000.00	0.0%
760 · Gas	0.00	3,000.00	-3,000.00	0.0%
760 · Security Wages	0.00	112,000.00	-112,000.00	0.0%
765 · Security Phone	39.99	1,200.00	-1,160.01	3.3%
766 · Security Utilities	79.98	4,000.00	-3,920.02	2.0%
767 · Security Passes	514.64	6,500.00	-5,985.36	7.9%
770 · Johns Brothers Monitoring	0.00	1,600.00	-1,600.00	0.0%
780 · Street Paving	0.00	110,000.00	-110,000.00	0.0%
781 · Bus Stop Construction	0.00	0.00	0.00	0.0%
782 · Dredging	0.00	40,000.00	-40,000.00	0.0%
783 · Tree Service	0.00	8,000.00	-8,000.00	0.0%
784 · Drainage Control	0.00	25,000.00	-25,000.00	0.0%
785 · Discretionary	5,640.42	20,000.00	-14,359.58	28.2%
786 · Contingency	0.00	0.00	0.00	0.0%
787 · Depreciation Expense	0.00	0.00	0.00	0.0%
800 · Reserve Funding	0.00	75,000.00	-75,000.00	0.0%

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810 · Reserve Funding - CHY&RC	0.00	12,000.00	-12,000.00	0.0%
895 · Reserve Disb	3,000.00	72,000.00	-69,000.00	4.2%
Total Expense	14,630.88	828,527.00	-813,896.12	1.8%
Net Income	444,803.06	0.00	444,803.06	100.0%