

MINUTES  
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING  
March 12, 2019  
9:00 AM

Call to order – 9:20 am – Hickman Finch

Members Present:

Hickman Finch – President  
Howard Snyder – Vice President  
Neil Schaming- 2nd Vice President  
John Collins – Treasurer  
Steve Ornstein - Secretary  
John Galbraith - Chairman

Others Present:

Donna Price  
Roy Welch  
Pat Card

Approval of Agenda – John Collins 1<sup>st</sup>, Neil Schaming 2<sup>nd</sup> – all in favor

Approval of Minutes, February 12th – John Collins 1<sup>st</sup>, Neil Schaming 2<sup>nd</sup> – all in favor

Hearings:

154 Sir Chandler Dr – Inoperative vehicles, gave 30 days from last board hearing – A fine of \$25 per vehicle approved – John Collins 1<sup>st</sup>, Neil Schaming 2<sup>nd</sup> – all in favor

John Collins motioned to revise CHA Schedule of Fines to add ‘after 10days, \$10/day thereafter, for a maximum of 30 days’ to unlicensed vehicles, trailers, boats – Neil Schaming 1<sup>st</sup>, John Galbraith 2<sup>nd</sup> – all in favor

Foreclosures:

424 Sandpiper Dr – approved to proceed with foreclosure - John Collins 1<sup>st</sup>, Steve Ornstein 2<sup>nd</sup> – all in favor

Department Reports:

Maintenance – Pat Card reported on progress with improvements of maintenance building, striping parking lots, dewatering and power washing

Administrative - Reported with Old and New business

Security – Roy Welch, nothing to report

Covenant Enforcement – Pat McGowan, nothing to report

Officers Reports:

Hickman Finch, President – No report

Howard Snyder, Vice President – No Report

Neil Schaming, 2<sup>nd</sup> Vice President – No report

John Collings, Treasurer – Gave financials

Steve Ornstein, Secretary – Reported on Ben Miller leaving and finding a replacement for the website/newsletter

John Galbraith, Chairman – No Report

Jim Horne, Member at Large – Not present

Ratification of Electronic Decisions:

Board approval for the purchase of both the Right of Way and the temporary easement for parcel 008

Old Business:

South Jetty Repair – Completed

Dredging – 2<sup>nd</sup> extension not approved

Drainage – Waiting to be flagged

ATX – Limb/Branch Removal Program – revised contract adding ‘not to exceed 45 hours without prior authorization’ – scheduled to start in May – Proposal will be signed after Annual Meeting

Total Asphalt – Mid March start date – too cold to mix treatment

Community Watch Program – No report

New Business:

Election Committee – Steve scheduled a meeting of the committee on Friday, April 5<sup>th</sup>, starting at 10 am to count the ballots.

Colington Harbour Facebook – Asking Brandi to help put in place

Howard Snyder motioned to keep John Galbraith on board as a non-voting member – after the sale of his house - John Collins 1<sup>st</sup>, Neil Schaming 2<sup>nd</sup> – all in favor –

Adjourn – 10:45 Neil Schaming 1<sup>st</sup>, John Collins 2<sup>nd</sup> – all in favor

Executive Session:

Pay raises for 7 people approved

The Colington Harbour Association Inc.  
**Profit & Loss Budget vs. Actual**  
May 1, 2018 through March 11, 2019

	May 1, '18 - Mar 11, 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400 · Assessments Outstanding	11,610.05	75,000.00	-63,389.95	15.5%
401 · Association Assessments	607,412.14	614,477.00	-7,064.86	98.9%
402 · Short period assessments refund	-845.95	0.00	-845.95	100.0%
424 · Interest on Past Due Assessment	8,235.92	3,500.00	4,735.92	235.3%
425 · Late Fee Income	6,585.64	8,500.00	-1,914.36	77.5%
426 · Attorney Fee	8,516.74	7,500.00	1,016.74	113.6%
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	12,000.00	12,000.00	0.00	100.0%
435 · CHY&R Additional Billing	3,178.58	6,500.00	-3,321.42	48.9%
440 · Newsletter Ad	287.50	1,200.00	-912.50	24.0%
450 · Boat Slip	14,625.00	16,000.00	-1,375.00	91.4%
453 · Launch Fees	1,160.00	1,700.00	-540.00	68.2%
455 · Park Reservations	650.00	750.00	-100.00	86.7%
458 · Maintenance Yard Fees	4,980.00	7,000.00	-2,020.00	71.1%
460 · Debris Removal/Grass Cutting	1,900.00	500.00	1,400.00	380.0%
461 · Bar Code Fees	168.00	100.00	68.00	168.0%
462 · Building Permit Fees	600.00	800.00	-200.00	75.0%
465 · Miscellaneous Income	0.00	200.00	-200.00	0.0%
470 · Fundraising Income	0.00	0.00	0.00	0.0%
471 · Fines	270.00	0.00	270.00	100.0%
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	1,834.69	200.00	1,634.69	917.3%
496 · Transfer From Reserve	0.00	72,000.00	-72,000.00	0.0%
513 · Returned Check Charges	125.00	0.00	125.00	100.0%
<b>Total Income</b>	<b>683,293.31</b>	<b>828,527.00</b>	<b>-145,233.69</b>	<b>82.5%</b>
<b>Cost of Goods Sold</b>				
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%
<b>Total COGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>683,293.31</b>	<b>828,527.00</b>	<b>-145,233.69</b>	<b>82.5%</b>
<b>Expense</b>				
605 · Management Fees	0.00	0.00	0.00	0.0%
608 · Admin Expenses	5,935.23	8,000.00	-2,064.77	74.2%
609 · Office Salaries	62,219.24	75,000.00	-12,780.76	83.0%
615 · Insurance Expense	32,256.20	39,000.00	-6,743.80	82.7%
620 · Telephone	439.89	3,400.00	-2,960.11	12.9%
625 · Utilities	3,889.68	3,500.00	389.68	111.1%
627 · Bank Charges	0.00	100.00	-100.00	0.0%
629 · Bad Debt	1,663.84	22,477.00	-20,813.16	7.4%
630 · Office Supplies	3,816.23	3,500.00	316.23	109.0%

**The Colington Harbour Association Inc.**  
**Profit & Loss Budget vs. Actual**  
**May 1, 2018 through March 11, 2019**

	May 1, '18 - Mar 11, 19	Budget	\$ Over Budget	% of Budget
632 · Postage and Delivery	3,050.73	6,000.00	-2,949.27	50.8%
634 · Printing	5,826.91	8,000.00	-2,173.09	72.8%
637 · Dues and Subscriptions	596.19	1,000.00	-403.81	59.6%
642 · Small Tools and Equipment	493.14	2,000.00	-1,506.86	24.7%
644 · Equipment Rental	1,000.00	1,500.00	-500.00	66.7%
650 · Covenant Enforcement	26.00	100.00	-74.00	26.0%
655 · Tech Committee	0.00	0.00	0.00	0.0%
672 · Legal & Professional Fees	18,731.00	30,000.00	-11,269.00	62.4%
676 · Audit/CPA Fees	450.00	10,000.00	-9,550.00	4.5%
680 · Travel	243.36	600.00	-356.64	40.6%
685 · Imagery Expenses	0.00	0.00	0.00	0.0%
690 · Property Tax	113.26	400.00	-286.74	28.3%
692 · Federal Income Tax	424.25	200.00	224.25	212.1%
694 · NC Income Tax	0.00	1,000.00	-1,000.00	0.0%
695 · Penalties & Interest	0.00	0.00	0.00	0.0%
696 · Payroll Tax Expense	17,938.52	20,000.00	-2,061.48	89.7%
697 · Payroll Processing	1,856.55	1,750.00	106.55	106.1%
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
69810 · Bank Service Charges	40.00	0.00	40.00	100.0%
705 · Maintenance Salaries	59,726.30	71,000.00	-11,273.70	84.1%
710 · Contract Labor	1,500.00	1,500.00	0.00	100.0%
715 · Maintenance Phone	1,198.26	1,900.00	-701.74	63.1%
716 · Maintenance Utilities	2,034.55	1,500.00	534.55	135.6%
720 · Common Property Maintenance	7,697.51	7,500.00	197.51	102.6%
722 · Building Maintenance	0.00	200.00	-200.00	0.0%
724 · Street Signs	595.10	500.00	95.10	119.0%
730 · Maintenance Supplies	6,080.03	6,000.00	80.03	101.3%
732 · Miscellaneous Expense	0.00	0.00	0.00	0.0%
740 · Maintenance Yard Tipping Fee	5,668.78	7,000.00	-1,331.22	81.0%
752 · Maintenance Equipment Rental	0.00	0.00	0.00	0.0%
754 · Equipment Repair	1,063.94	1,600.00	-536.06	66.5%
756 · Automobile Maintenance	987.45	2,000.00	-1,012.55	49.4%
758 · Gas	5,348.36	3,000.00	2,348.36	178.3%
760 · Security Wages	103,753.11	112,000.00	-8,246.89	92.6%
761 · Contract Security	0.00	0.00	0.00	0.0%
765 · Security Phone	439.89	1,200.00	-760.11	36.7%
766 · Security Utilities	2,549.46	4,000.00	-1,450.54	63.7%
767 · Security Passes	5,593.37	6,500.00	-906.63	86.1%
768 · Security Vehicle	0.00	0.00	0.00	0.0%
770 · Johns Brothers Monitoring	1,160.89	1,600.00	-439.11	72.6%
780 · Street Paving	91,968.06	110,000.00	-18,031.94	83.6%
781 · Bus Stop Construction	0.00	0.00	0.00	0.0%
782 · Dredging	1,812.50	40,000.00	-38,187.50	4.5%
783 · Tree Service	0.00	8,000.00	-8,000.00	0.0%
784 · Drainage Control	7,720.00	25,000.00	-17,280.00	30.9%
785 · Discretionary	9,541.27	20,000.00	-10,458.73	47.7%
786 · Contingency	0.00	0.00	0.00	0.0%

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**Profit & Loss Budget vs. Actual**  
 May 1, 2018 through March 11, 2019

	May 1, '18 - Mar 11, 19	Budget	\$ Over Budget	% of Budget
787 · Depreciation Expense	0.00	0.00	0.00	0.0%
800 · Reserve Funding	13,200.00	75,000.00	-61,800.00	17.6%
810 · Reserve Funding - CHY&RC	0.00	12,000.00	-12,000.00	0.0%
895 · Reserve Disb	105,986.75	72,000.00	33,986.75	147.2%
<b>Total Expense</b>	<b>596,635.80</b>	<b>828,527.00</b>	<b>-231,891.20</b>	<b>72.0%</b>
<b>Net Income</b>	<b>86,657.51</b>	<b>0.00</b>	<b>86,657.51</b>	<b>100.0%</b>