

**MINUTES**  
**COLINGTON HARBOUR BOARD OF DIRECTORS MEETING**  
February 9<sup>th</sup>, 2021  
9:00 AM

**Call to order** – 9:00 AM – Neil Schaming

**Members Present:**

Neil Schaming – President  
John Collins – Treasurer  
Steve Ornstein – Secretary  
Daniel Hoggard – Member at Large

**Others Present:**

Donna Price- Community Manager  
Ann Blomberg – Bookkeeping  
Pat McGowan – Covenant Enforcement  
Pat Card – Maintenance

**Approval of Agenda** – Steve Ornstein 1<sup>st</sup>, Daniel Hoggard 2<sup>nd</sup> – all in favor

**Approval of Minutes** – January 19<sup>th</sup> – Steve Ornstein 1<sup>st</sup>, Neil Schaming 2<sup>nd</sup> – all in favor

**Department Reports:**

Maintenance – Pat Card reported on drainage. Will advise once the water table has receded.  
Maintenance will continue to patch asphalt by front gate. He also reported on the new bulkhead repairs that were completed. While working on the bulkhead they found 46 tiebacks that need to be replaced (along with stainless steel bolts). John Collins motioned for Donna Price to begin proceeding with bids for repair, Neil Schaming 2<sup>nd</sup> – all in favor

**Administrative** – Donna Price reported on 2021 contract with ATX. John Collins motioned to proceed with the adding of 'Chip Program not to exceed 45 hours without prior authorization', Neil Schaming 2<sup>nd</sup> – all in favor

**Security** – John Collins asked for traffic count to be given for each lane

**Covenant Enforcement/ACC** – The Board is requesting Pat McGowan, to give a full report of violation letters/calls from homeowners, at each monthly Board meeting.

**Officers Reports:**

President – Neil Schaming – Nothing during this report  
Treasurer – John Collins - Gave financials. Asked Maintenance and Admin to watch their spending until April  
Secretary – Steve Ornstein – Nothing during this report

Member at Large – Daniel Hoggard – Reiterated, that a 10 day warning letter needs to be sent to any homeowner regarding a violation

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

**Old Business:**

Drainage – Reported with maintenance

Annual Meeting – Steve Ornstein reviewed the ‘Notice of the Annual Meeting’ and the ‘Member Ballot’

Review of Homeowners Forum on 1/19/21 –

1147 Harbour View Drive – Owens – Lowered fine to \$50.00

485 Harbour View Drive – Saunders – Eliminated fine of \$25.00

939 Colington Drive/504 Harbour View Dr – Loose – Fines stand

803 Harbour View Dr – Tabled until we receive a reply from Matt Waters, Jordan Price

**New Business:**

Federal Minimum Wage – Non- issue at this point

Boat Slip Rental – A homeowner cannot let weekly renters use their slip. This is a violation of the ‘Boat Slip Lease Agreement’

**Adjournment:** 11:00 am – Daniel Hoggard 1<sup>st</sup>, Neil Schaming 2<sup>nd</sup> – all in favor

**The Colington Harbour Association Inc.**  
**Profit & Loss Budget vs. Actual**  
**May 1, 2020 through March 8, 2021**

	May 1, '20 - Mar 8, 21	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400 · Assessments Outstanding	18,694.37	35,000.00	-16,305.63	53.4%
401 · Association Assessments	676,646.01	677,460.00	-813.99	99.9%
402 · Short period assessment refund	-0.50	200.00	-200.50	-0.3%
424 · Interest on Past Due Assessment	8,120.78	4,000.00	4,120.78	203.0%
425 · Late Fee Income	9,930.36	7,500.00	2,430.36	132.4%
426 · Attorney Fee	15,458.53	12,000.00	3,458.53	128.8%
427 · Convenience Fee - Credit Card	430.00	0.00	430.00	100.0%
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	3,440.61	2,500.00	940.61	137.6%
440 · Newsletter Ad	0.00	0.00	0.00	0.0%
442 · Transfer Fee	12,275.00	0.00	12,275.00	100.0%
450 · Boat Slip	13,575.00	15,000.00	-1,425.00	90.5%
453 · Launch Fees	1,952.00	1,200.00	752.00	162.7%
455 · Park Reservations	-25.00	250.00	-275.00	-10.0%
458 · Maintenance Yard Fees	0.00	0.00	0.00	0.0%
460 · Debris Removal/Grass Cutting	4,356.17	500.00	3,856.17	871.2%
461 · Bar Code Fees	88.00	100.00	-12.00	88.0%
462 · Building Permit Fees	500.00	500.00	0.00	100.0%
465 · Miscellaneous Income	55.00	200.00	-145.00	27.5%
470 · Fundraising Income	0.00	0.00	0.00	0.0%
471 · Fines	1,444.71	250.00	1,194.71	577.9%
480 · Imagery Sales	0.00	0.00	0.00	0.0%
490 · Interest Income - Operating	0.00	150.00	-150.00	0.0%
495 · Interest Income - Reserves	0.00	450.00	-450.00	0.0%
496 · Transfer From Reserve	0.00	0.00	0.00	0.0%
513 · Returned Check Charges	50.00	100.00	-50.00	50.0%
<b>Total Income</b>	<b>778,991.04</b>	<b>769,360.00</b>	<b>9,631.04</b>	<b>101.3%</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>778,991.04</b>	<b>769,360.00</b>	<b>9,631.04</b>	<b>101.3%</b>

10:19 AM

03/08/21

Cash Basis

# The Collington Harbour Association Inc.

## Profit & Loss Budget vs. Actual

### May 1, 2020 through March 8, 2021

Expense	May 1, '20 - Mar 8, 21	Budget	\$ Over Budget	% of Budget
605 · Management Fees	0.00	0.00	0.00	0.0%
608 · Admin Expenses	5,698.44	7,500.00	-1,801.56	76.0%
609 · Office Salaries	91,806.19	110,109.00	-18,302.81	83.4%
615 · Insurance Expense	43,516.01	41,000.00	2,516.01	106.1%
620 · Telephone	999.80	500.00	499.80	200.0%
625 · Utilities	4,045.00	5,200.00	-1,155.00	77.8%
627 · Bank Charges	15.57	100.00	-84.43	15.6%
629 · Bad Debt	160.82	4,500.00	-4,339.18	3.6%
630 · Office Supplies	3,578.20	4,000.00	-421.80	89.5%
632 · Postage and Delivery	3,682.21	5,400.00	-1,717.79	68.2%
634 · Printing	3,702.15	8,000.00	-4,297.85	46.3%
637 · Dues and Subscriptions	315.99	500.00	-184.01	63.2%
642 · Small Tools and Equipment	843.33	2,000.00	-1,156.67	42.2%
644 · Equipment Rental	0.00	1,500.00	-1,500.00	0.0%
650 · Covenants Enforcement	35.95	100.00	-64.05	36.0%
655 · Tech Committee	0.00	0.00	0.00	0.0%
672 · Legal & Professional Fees	18,661.40	20,000.00	-1,338.60	93.3%
676 · Audit/CPA Fees	0.00	5,800.00	-5,800.00	0.0%
680 · Travel	782.89	500.00	282.89	156.6%
685 · Imagery Expenses	0.00	0.00	0.00	0.0%
690 · Property Tax	84.25	200.00	-115.75	42.1%
692 · Federal Income Tax	0.00	500.00	-500.00	0.0%
694 · NC Income Tax	0.00	500.00	-500.00	0.0%
695 · Penalties & Interest	0.00	0.00	0.00	0.0%
696 · Payroll Tax Expense	22,017.67	24,000.00	-1,982.33	91.7%
697 · Payroll Processing	2,410.85	2,000.00	410.85	120.5%
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.0%
69810 · Bank Service Charges	36.00	100.00	-64.00	36.0%
705 · Maintenance Salaries	57,646.89	94,220.00	-36,573.11	61.2%
710 · Contract Labor	0.00	1,500.00	-1,500.00	0.0%
715 · Maintenance Phone	880.68	1,200.00	-319.32	73.4%
716 · Maintenance Utilities	2,022.72	2,200.00	-177.28	91.9%
720 · Common Property Maintenance	5,558.34	7,500.00	-1,941.66	74.1%
722 · Building Maintenance	0.00	200.00	-200.00	0.0%
724 · Street Signs	240.45	500.00	-259.55	48.1%
730 · Maintenance Supplies	5,817.41	7,884.00	-2,066.59	73.8%
732 · Miscellaneous Expense	60.00	0.00	60.00	100.0%
740 · Maintenance Yard Tipping Fee	630.00	0.00	630.00	100.0%
752 · Maint Equipment Rental	0.00	0.00	0.00	0.0%
754 · Equipment Repair	0.00	1,350.00	-1,350.00	0.0%
756 · Automobile Maintenance	1,017.00	2,000.00	-983.00	50.9%
758 · Gas	2,107.07	3,500.00	-1,392.93	60.2%
760 · Security Wages	105,474.83	113,387.00	-7,912.17	93.0%
761 · Contract Security	1,260.00	6,000.00	-4,740.00	21.0%
763 · Security Supplies	3,433.12	3,000.00	433.12	114.4%
765 · Security Phone	399.90	600.00	-200.10	66.7%



**The Colington Harbour Association Inc.**  
**Profit & Loss Budget vs. Actual**  
**May 1, 2020 through March 8, 2021**

	May 1, '20 - Mar 8, 21	Budget	\$ Over Budget	% of Budget
766 · Security Utilities	2,455.74	3,500.00	-1,044.26	70.2%
767 · Security Passes	5,762.91	8,000.00	-2,237.09	72.0%
768 · Security Vehicle	0.00	1,000.00	-1,000.00	0.0%
770 · Johns Brothers Monitoring	1,264.80	1,500.00	-235.20	84.3%
780 · Street Paving	130,727.88	100,000.00	30,727.88	130.7%
781 · Bus Stop Construction	0.00	0.00	0.00	0.0%
782 · Dredging	17,761.57	30,000.00	-12,238.43	59.2%
783 · Tree Service	16,972.50	12,000.00	4,972.50	141.4%
784 · Drainage Control	1,713.52	25,000.00	-23,286.48	6.9%
785 · Discretionary	22,398.00	12,310.00	10,088.00	181.9%
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%
810 · Reserve Funding - CHY&RC	0.00	12,000.00	-12,000.00	0.0%
895 · Reserve Disb	29,165.83	0.00	29,165.83	100.0%
<b>Total Expense</b>	<b>617,163.88</b>	<b>769,360.00</b>	<b>-152,196.12</b>	<b>80.2%</b>
<b>Net Income</b>	<b>161,827.16</b>	<b>0.00</b>	<b>161,827.16</b>	<b>100.0%</b>