

MINUTES  
COLINGTON HARBOUR BOARD OF DIRECTORS MEETING  
July 18th, 2023  
7:00 PM

**Call To Order:** Meeting was called to order at 7:00P – Steve Ornstein

**Present:**

Doug Wirth, President  
Stephen Ornstein, Chairman  
David Creecy, Treasurer  
Howard Snyder, Vice President

Randy Reale, 2<sup>nd</sup> Vice President  
Bill Meyer, Member at Large  
Donna Price, Community Manager  
Wendi Kmet, Covenant Enforcement

**Approval of Agenda** – Motion to approve by Howard Snyder, David Creecy 2nd – All in favor

**Approval of Minutes** – July 11th, 2023 – Motion to approve by Howard Snyder, David Creecy 2nd – All in favor

**Homeowners** - A Homeowners Forum was held  
John Collins –

- Can't send a message to Board Members on the CHA website
- Website needs to be updated regarding meeting times and if open to public
- Cameras – How to incorporate the concerns of the club cameras (CHYRC)

Diane Byrne –

- Formal letter sent regarding flags at 102 Harbour View

**Officers Reports**

*Doug Wirth, President*

- Reported on proceeding with bulkhead in marina, cameras for CHA, Colony Lake

*Howard Snyder, Vice President:* Colony Lake/waiting for new quote

*Randy Reale, 2<sup>nd</sup> Vice President:* Working on a possible grant for Colony Lake

*David Creecy, Treasurer:*

- Reported on paving, financials, security cameras.

**Old Business**

- Colony Lake - Waiting for new quote to treat/won't be able to until the fall
- Bulkhead in Marina – waiting for final sign off from CAMA
- Camera Policy – Steve Ornstein motioned to approve policy, Howard Snyder 2<sup>nd</sup> – all in favor
  - Camera at front gate is now recording audio to protect guards and homeowners – access to video/audio must be approved by either Community Manager or Covenant Enforcement

**Adjournment:** Motion to adjourn was made at 7:45 pm by Steve Ornstein, David Creecy 2nd – All in favor

The Colington Harbour Association Inc.  
**Balance Sheet**  
As of August 7, 2023

	Aug 7, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
100 · Operating Cash - First National	243,060.58
102 · Southern Operating	204,810.33
104 · Infinex - CHA Reserves	613,132.15
114 · Infinex - CHYRC Reserve Ded	123,510.81
115 · Petty Cash	153.46
116 · Operating 2 CC - First National	32,821.92
Total Checking/Savings	1,217,489.25
Accounts Receivable	
140 · Accounts Receivable-Assessments	-370.39
Total Accounts Receivable	-370.39
Other Current Assets	
145 · Undeposited Funds	2,035.35
155 · Prepaid Income Taxes	1,211.00
Total Other Current Assets	3,246.35
Total Current Assets	1,220,365.21
<b>Fixed Assets</b>	
160 · Land	219,165.96
162 · Buildings	191,310.58
165 · Swimming Pool	100,000.00
167 · Tennis Court	9,951.76
169 · Playground Equipment	27,982.61
171 · Office Equipment	15,251.12
173 · Maintenance Equipment	215,465.33
174 · Vehicles	41,459.35
175 · Security Equipment	24,285.57
179 · Accumulated Depreciation	-516,245.77
Total Fixed Assets	328,626.51
<b>TOTAL ASSETS</b>	<b>1,548,991.72</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
320 · Retained Earnings	34,212.67
340 · Operating Fund	403,890.31
350 · Reserve Fund	657,872.44
Net Income	453,016.30
Total Equity	1,548,991.72
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,548,991.72</b>

**The Colington Harbour Association Inc.**  
**Profit & Loss Budget vs. Actual**  
**May 2023 through April 2024**

	May '23 - Apr 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400 · Assessments Outstanding	0.00	15,000.00	-15,000.00	0.0%
401 · Association Assessments	744,716.11	788,766.00	-44,049.89	94.4%
424 · Interest on Past Due Assessment	1,954.91	4,500.00	-2,545.09	43.4%
425 · Late Fee Income	4,715.49	7,500.00	-2,784.51	62.9%
426 · Attorney Fee	3,110.38	7,500.00	-4,389.62	41.5%
427 · Convenience Fee - Credit Card	600.00	540.00	60.00	111.1%
429 · Collection Fee	100.00	100.00	0.00	100.0%
430 · CHY&R Annual Billing	0.00	12,600.00	-12,600.00	0.0%
435 · CHY&R Additional Billing	1,259.15	2,500.00	-1,240.85	50.4%
442 · Closing Fee	3,875.00	10,500.00	-6,625.00	36.9%
450 · Boat Slip	0.00	19,550.00	-19,550.00	0.0%
453 · Launch Fees	970.00	1,600.00	-630.00	60.6%
455 · Park Reservations	375.00	500.00	-125.00	75.0%
460 · Debris Removal/Grass Cutting	0.00	150.00	-150.00	0.0%
461 · Bar Code Fees	72.00	100.00	-28.00	72.0%
462 · Building Permit Fees	200.00	500.00	-300.00	40.0%
465 · Miscellaneous Income	3,239.81	0.00	3,239.81	100.0%
471 · Fines	650.00	350.00	300.00	185.7%
490 · Interest Income - Operating	0.00	150.00	-150.00	0.0%
495 · Interest Income - Reserves	0.00	75.00	-75.00	0.0%
513 · Returned Check Charges	100.00	75.00	25.00	133.3%
<b>Total Income</b>	<b>765,937.85</b>	<b>872,556.00</b>	<b>-106,618.15</b>	<b>87.8%</b>
<b>Gross Profit</b>	<b>765,937.85</b>	<b>872,556.00</b>	<b>-106,618.15</b>	<b>87.8%</b>
<b>Expense</b>				
608 · Admin Expenses	804.21	7,500.00	-6,695.79	10.7%
609 · Office Salaries	33,061.08	127,200.00	-94,138.92	26.0%
615 · Insurance Expense	30,450.85	62,900.00	-32,449.15	48.4%
620 · Telephone	399.92	1,200.00	-800.08	33.3%
625 · Utilities	1,362.56	4,800.00	-3,437.44	28.4%
627 · Bank Charges	0.00	850.00	-850.00	0.0%
629 · Bad Debt	0.00	2,000.00	-2,000.00	0.0%
630 · Office Supplies	1,113.67	4,200.00	-3,086.33	26.5%
632 · Postage and Delivery	0.00	5,000.00	-5,000.00	0.0%
634 · Printing	963.36	4,500.00	-3,536.64	21.4%
637 · Dues and Subscriptions	210.00	450.00	-240.00	46.7%
642 · Small Tools and Equipment	806.94	2,000.00	-1,193.06	40.3%
650 · Covenants Enforcement	177.03	1,000.00	-822.97	17.7%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
672 · Legal & Professional Fees	3,703.88	12,500.00	-8,796.12	29.6%
676 · Audit/CPA Fees	5,625.00	6,500.00	-875.00	86.5%
680 · Travel	378.37	750.00	-371.63	50.4%
690 · Property Tax	79.88	750.00	-670.12	10.7%
692 · Federal Income Tax	0.00	500.00	-500.00	0.0%
694 · NC Income Tax	151.00			
696 · Payroll Tax Expense	7,598.97	28,800.00	-21,201.03	26.4%
697 · Payroll Processing	580.00	2,800.00	-2,220.00	20.7%
69810 · Bank Service Charges	46.00	100.00	-54.00	46.0%
705 · Maintenance Salaries	23,473.41	99,640.00	-76,166.59	23.6%
715 · Maintenance Phone	256.40	1,100.00	-843.60	23.3%
716 · Maintenance Utilities	704.96	2,500.00	-1,795.04	28.2%
720 · Common Property Maintenance	2,804.38	10,000.00	-7,195.62	28.0%
724 · Street Signs	767.73	500.00	267.73	153.5%
730 · Maintenance Supplies	4,575.65	6,500.00	-1,924.35	70.4%
732 · Miscellaneous Expense	0.00	0.00	0.00	0.0%
732.1 · Miscellaneous Expenses (CHYRC)	971.08	2,500.00	-1,528.92	38.8%
740 · Maintenance Yard Tipping Fee	0.00	0.00	0.00	0.0%
754 · Equipment Repair	1,298.47	1,500.00	-201.53	86.6%
756 · Automobile Maintenance	99.90	1,200.00	-1,100.10	8.3%
758 · Gas	791.63	3,500.00	-2,708.37	22.6%
760 · Security Wages	36,889.89	146,280.00	-109,390.11	25.2%
761 · Contract Security	4,803.75	2,000.00	2,803.75	240.2%
763 · Security Supplies	754.25	3,500.00	-2,745.75	21.6%

1:36 PM

08/07/23

Cash Basis

## The Colington Harbour Association Inc.

## Profit &amp; Loss Budget vs. Actual

May 2023 through April 2024

	May '23 - Apr 24	Budget	\$ Over Budget	% of Budget
765 · Security Phone	159.96	480.00	-320.04	33.3%
766 · Security Utilities	1,014.43	3,500.00	-2,485.57	29.0%
767 · Security Passes	4,094.71	7,000.00	-2,905.29	58.5%
770 · Johns Brothers Monitoring	273.68	2,500.00	-2,226.32	10.9%
780 · Street Paving	124,350.00	100,000.00	24,350.00	124.4%
782 · Dredging	0.00	1,500.00	-1,500.00	0.0%
783 · Tree Service	6,762.50	15,000.00	-8,237.50	45.1%
784 · Drainage Control	0.00	25,000.00	-25,000.00	0.0%
785 · Discretionary	0.00	10,000.00	-10,000.00	0.0%
787 · Depreciation Expense	0.00	30,000.00	-30,000.00	0.0%
800 · Reserve Funding	0.00	95,000.00	-95,000.00	0.0%
895 · Reserve Disb	10,562.05	25,556.00	-14,993.95	41.3%
<b>Total Expense</b>	<b>312,921.55</b>	<b>872,556.00</b>	<b>-559,634.45</b>	<b>35.9%</b>
<b>Net Income</b>	<b>453,016.30</b>	<b>0.00</b>	<b>453,016.30</b>	<b>100.0%</b>