

Minutes
Colington Harbour Board of Directors Meeting
January 14, 2025

Call to order: Meeting was called to order at 8:02am by Richard Hess.

Present:

President – Deborah Beddingfield

Treasurer – Mike Hutchinson

Chairman – Richard Hess

Secretary – Jessica Loose

1st VP – Adele Page

Member at Large – Mike Weidinger

Others Present:

Community Manager – Donna Price

Covenant Enforcement – Wendy Kmit

Approval of Agenda: Deborah Beddingfield 1st, Adele Page 2nd. All in favor, motion passed.

Approval of Minutes: Mike Weidinger 1st, Deborah Beddingfield 2nd. All in favor, motion passed.

DEPARTMENTAL REPORTS

Foreclosures: Deborah Beddingfield on behalf of Ann Blomberg

- Foreclosure process is proceeding on the properties approved at the last meeting.
- No new issues to report.

Security/Covenant Enforcement: Wendi Kmit

- Wendi shared ongoing concerns regarding the aggressive behavior of a renter on Queen Mary Court against alleged trespassers. We are seeking a solution; the homeowner has primary responsibility.
- Maintenance cut down the pampas grass on 102 Harbour View as the owner did not comply with the written request from the Board. The pampas grass on the property easement was impeding visibility at a busy intersection and posing a potential danger to students on the way to the bus stop. The Board discussed the possibility of painting the utility box and planting lantana to enhance the appearance while maintaining visibility.

Maintenance: Pat Card

- No report. Pat was unable to attend the meeting.

Administrative: Donna Price

- Various issues addressed under Old Business below.

OFFICER REPORTS

President: Deborah Beddingfield

- CHA governance is proceeding smoothly.
- Deborah is awaiting a legal update on the proposed settlement of the lawsuit.
- Deborah read a letter from Tom Mattingly recognizing the good work employee Wendi Kmet did in notarizing paperwork for one of his Colington Harbour neighbors. Her professionalism and courteousness were truly appreciated by all.

First VP: Adele Page

- Adele shared a draft of a proposed community member survey designed to elicit suggestions and feedback, request committee volunteers, and open dialog in general. Board members discussed ways to improve the content and design of the survey.

2nd VP: Shane Hite

- No report. Shane had to attend a work related meeting.

Treasurer: Mike Hutchinson

- Mike requested that Ann Bromberg send the income statement as an Excel spreadsheet to better enable comparison.
- His report is attached to these minutes.

Secretary: Jessica Loose

- The updated website is up and will be updated as needed or suggested. An email link for community members to contact the Board directly is included on the home page. All email will go to Jessica who will immediately forward any communications received to all Board members for comments before responding.
- She shared a proposed draft to the letter announcing the annual meeting. The intent is to make the voting instructions easier to follow while still adhering to Covenant requirements. Board members and administrative staff will review the draft and share suggestions.

Chairman: Richard Hess

- No report.

Member at Large: Mike Weidinger

- No report.

OLD BUSINESS

- **Colony Lake:** Deborah Beddingfield has been in touch with CAMA regarding options. She will be reaching out to the Colony Lake Committee.
- **Fence around live oak in soundfront park:** Donna Price reported that the previous Board had opted to remove the fence to allow more access to children. She requested that the Board replace the fence to protect the tree. Mike Hutchinson moved that we ask Pat Card to replace the fence around the live oak. Mike Weidinger 2nd. All in favor, motion passed.
- **Dredging:** Richard Hess reported on a meeting with contractors who do the dredging, CAMA, Steve Buick (community member who does regular soundings), and George Wood (environmental consultant) on how to overcome the difficulties we face in dredging the inlet. Any sand removed must be held in a pit to drain before pumping can resume. The receding shoreline reduces the usable area for the pit since we need to maintain 30' separation from any water. As a result, pumping will have to be done in four times as many stages, resulting in triple the cost. If we put off dredging this year, we will have time to request an exemption from CAMA.
- **Paving:** Seagull, Mallard, and Swan Courts in the Modular Section are next in line for paving. The estimate from Fred Smith came in slightly under budget. Paving will begin when the temperature is at least 50 degrees.
- **Inspection to determine clubhouse repairs:** Mike Hutchinson stressed the need to fully allocate expenditures by the end of the fiscal year. Mike Weidinger suggested we get an inspection of the clubhouse roof and move forward with replacement. Deborah Beddingfield moved that we get an inspection of the entire building. Mike Hutchinson 2nd. All in favor, motion passed.

NEW BUSINESS

- **Handicamp ramp to bath house:** Construction has been approved. John Collins reported that some of the flooring is rotten in the section the CHYRC is responsible for. Maintenance will check the flooring in the section CHA is responsible for to determine whether it needs replacement as well.

- **Barcodes:** Barcodes represent a significant expense and are currently provided free of charge to property owners and year round residents. Family members who visit for an extended period may purchase a barcode for \$8.00. Board discussed the feasibility of charging everyone a minimal fee for the barcodes, but it was agreed that such a charge could potentially reduce cooperation and, as a result, security would suffer. Deborah Beddingfield moved that we increase the charge for visiting family members from \$8.00 to \$10.00. Adele Page 2nd. All in favor, motion passed.
- **Ratify E-vote regarding litigation:** Deborah Beddingfield moved that we ratify the E-vote taken previously by the Board regarding litigation settlement, Adele Page 2nd. All in favor, motion passed.
- **Boat slips:** Richard reported that currently all 23 slips are rented, and there are 50 people on the wait list. Board members discussed possible options of increasing the number of slips with potential new slip renters contributing to the cost of construction. Mike Hutchinson moved that we investigate the possibility of building 7 new slips measuring 12'x24' and 7 additional slips measuring 14'x24', with a prepaid rental agreement. Mike Weidinger 2nd. All in favor, motion passed.
- **Budget:**
 - After Board members meet with the accountant on January 22, we will have a working session on January 28 at 8am to form the budget for the 2025-26 fiscal year. The budget needs to be firmed up by February 18, 2025, so it can be included in the mailing for the 2025 annual meeting.
 - Deborah Beddingfield reported on the need to replace the out of date accounting computer. Adele Page moved that we accept bids for replacing the accounting computer and software. Deborah Beddingfield 2nd. All in favor, motion passed.
- **Inventory:** We now have a complete inventory of maintenance equipment.
- **Boat slip for fire department:** The Colington Volunteer Fire Department currently has a dedicated boat slip in the marina. They will be meeting to discuss whether to hand it back over to CHA.

Meeting adjourned at 9:50 am. Motion by Deborah Beddingfield, Richard Hess 2nd. All in favor, motion passed.

Respectfully submitted,
Jessica Loose, Secretary

Treasurers' Report Through December 2024

1. Income

- a. 401 · Association Assessments - We are \$14,718 behind in Assessment collections versus budget, which is quite good, less than 2% uncollected.
- b. 450 · Boat Slip - We are \$21,000 behind in slip fees, but that is because they are not billed until February March.
- c. 495 · Interest Income – Reserves - We are \$12,000 behind on interest income. The Accountant hasn't reconciled books to include interest.
- d. Total Income - We are \$51,527 behind for income overall versus budget.

2. Expenses

- a. 672 · Legal & Professional Fees - We are \$12,414 over budget on legal and professional expenses, primarily associated with collections.
 - b. 720 · Common Property Maintenance - \$2,246 over budget, unsure why.
 - c. 752 · Maint. Equipment Rental - Dumpster at Maintenance yard was not budgeted for.
 - d. 780 · Street Paving – We have year to date spent nothing versus a budget of \$107,695.
 - e. Total Expenses \$464,157 versus a budget of \$919,241.
3. Net Income - \$464,157.41, we will have to pay taxes on this if we do not incur expenses to reduce it. We only have 4 months left to do work on roads and dredging.
4. Balance sheet – Operating Cash was reduced by \$17,958.

Balance Sheet changes from 12/17 to 12/31/24

		Dec 17, 24	Dec 31, 24	Monthly change
ASSETS				
Current Assets				
Checking/Savings				
	100 · Operating Cash - First National	102,573.00	84,614.91	-17,958.09
	102 · Southern Operating	299,228.17	299,228.17	0.00
	104 · Infinex - CHA Reserves	712,510.40	712,510.40	0.00
	114 · Infinex - CHYRC Reserve Ded	152,185.94	152,185.94	0.00
	115 · Petty Cash	168.55	168.55	0.00
	116 · Operating 2 CC - First National	34,725.77	34,725.77	0.00
	Total Checking/Savings	1,301,391.83	1,283,433.74	-17,958.09
Accounts Receivable				
	140 · Accounts Receivable-Assessments	-1,631.75	-2,008.30	-376.55
	Total Accounts Receivable	-1,631.75	-2,008.30	-376.55
Other Current Assets				
	145 · Undeposited Funds	874.49	25.00	-849.49
	155 · Prepaid Income Taxes	162.00	162.00	0.00
	Total Other Current Assets	1,036.49	187.00	-849.49
	Total Current Assets	1,300,796.57	1,281,612.44	-19,184.13
Fixed Assets				
	160 · Land	219,165.96	219,165.96	0.00
	162 · Buildings	191,310.58	191,310.58	0.00
	165 · Swimming Pool	100,000.00	100,000.00	0.00
	167 · Tennis Court	9,951.76	9,951.76	0.00
	169 · Playground Equipment	46,815.17	46,815.17	0.00
	171 · Office Equipment	15,251.12	15,251.12	0.00
	173 · Maintenance Equipment	225,910.37	225,910.37	0.00
	174 · Vehicles	41,459.35	41,459.35	0.00
	175 · Security Equipment	24,285.57	24,285.57	0.00
	179 · Accumulated Depreciation	-593,644.02	-593,644.02	0.00
	Total Fixed Assets	280,505.86	280,505.86	0.00
	TOTAL ASSETS	1,581,302.43	1,562,118.30	-19,184.13
LIABILITIES & EQUITY				
Equity				
	320 · Retained Earnings	60,500.30	60,500.30	0.00
	340 · Operating Fund	351,614.06	351,614.06	0.00
	350 · Reserve Fund	737,374.34	737,374.34	0.00
	Net Income	431,813.73	412,629.60	-19,184.13
	Total Equity	1,581,302.43	1,562,118.30	-19,184.13
	TOTAL LIABILITIES & EQUITY	1,581,302.43	1,562,118.30	-19,184.13