

Minutes
Colington Harbour Board of Directors Meeting
June 16, 2025

Call to order: Meeting was called to order at 6:30 pm by Richard Hess

Present:

President – Deborah Beddingfield Treasurer – Mike Hutchinson
Chairman – Richard Hess
1st VP – Adele Page 2nd VP – Shane Hite
Member at Large – Mike Weidinger

Absent:

Secretary – Jessica Loose (family emergency)

Others Present:

Community Manager – Donna Price
Covenant Enforcement – Wendi Kmet
Maintenance – Pat Card
Bookkeeper – Ann Blomberg

Approval of Agenda: Mike Hutchinson 1st, Shane Hite 2nd. All in favor, motion passed.

Approval of May 20 Minutes: Mike Hutchinson 1st, Mike Weidinger 2nd. All in favor, motion passed.

DEPARTMENTAL REPORTS

Foreclosures: Ann Blomberg

- She requested the board approve a sale date for 335 Sandpiper Drive; assessments have not been paid since 2023, and the debt is now \$3,518.47. Foreclosure hearing has already been held. Adele Page moved that a sale date be approved, Shane Hite 2nd. All in favor, motion passed.

Security/Covenant Enforcement: Wendi Kmet

- She reported that the guards feel unappreciated. They will have a gathering with the guards on June 25 at noon to show appreciation.
- Please remind residents to give a list of visitors to the gate guards prior to an event.
- Guards expressed thanks for the new camera.
- Nothing to report re covenant enforcement.

Maintenance: Pat Card

- He added a total of 36' to the bulkhead in the sound side park to prevent erosion. Board discussed adding biodegradable mat to prevent erosion at an approximate cost of approximately \$36 per sq. ft. The blue mats will go down on June 17.
- Vandalism in the bathrooms at the sound side park was taken care of by maintenance.
- The HOA is not mowing any empty lots with trailers, boats, or cars on the property.

Administrative: Donna Price

- Staff has been working extremely hard on collections, legal issues, covenant enforcement, and maintenance. The major focus is on collecting past due assessments.

OFFICER REPORTS

President: Deborah Beddingfield

- Legal liaison reports that the dog bite legal case is resulting in no liability and no more concerns.

First VP: Adele Page

- She shared research into live streaming board meetings, and suggested we start with the evening homeowner's forum meetings. Written recommendations are attached to these minutes. The board decided to postpone purchasing equipment and will use Richard Hess's webcam, speakers, and a donated computer for testing before going live. The board will meet on July 9, 2025, at 9am to test the equipment with a small audience.

2nd VP: Shane Hite

- He suggested the board consider using a consent agenda to speed up the foreclosure process.

Treasurer: Mike Hutchinson

- Assessment collections are behind from years past, but it is too early to know if it is significant.
- He is still waiting to be apprised by accountant of interest income from investments.
- He is looking into why Worker's Compensation payments have increased.
- There are concerns about Fred Smith charging more than the original bid for Lee Court paving. He is still investigating this and suggested that in the future we get a change order in advance of any changes taking place.

Secretary: Jessica Loose

- Absent, no report.

Chair: Richard Hess

- No report

Member at Large: Mike Weidinger

- No report

OLD BUSINESS

- Clubhouse deck: Adele moved to ratify the e-vote to spend additional money to replace newly discovered rotten wood under the fiberglass, Deborah Beddingfield 2nd. All in favor, motion carried. Board discussed whether to include a liquidated damages clause in future contracts to encourage timely completion. Putting caution tape around job sites was also discussed.
- Sound front beach bulkhead: Deborah Beddingfield moved to ratify the e-vote to approve the increased bulkhead costs related to the extension reported by Pat Card above, Shane Hite 2nd. All in favor, motion passed.
- Pampas grass on corner of Colington Drive and Harbour View Drive: The owner appears to have cut it down himself. The board agreed to maintain a proper visual height until the pampas can be removed and replaced with other plantings.
- Marina/sound webcam: Further report is pending on whether currently owned webcam can be updated.

COMMITTEE REPORTS

- Colony Lake: Report attached. No floaters to date since the pond was stocked. Colony Lake community is pleased.
- Beautification: Deborah Beddingfield reported that volunteers planted and cleaned up common areas.

- Children & Youth: The Fishing Mentorship Day was a big success. 12 to 13 children participated and all caught fish. Adele Page thanked the incredible mentors – Dave Moore, Shane Hite, Dave Kennedy, Leroy Hyson, and Kevin Charleson. The Committee donated time, resources, and talents to provide snacks, awards and support – thanks to Merry Kennedy, Shane Hite, Cynthia Merrifield, and Barbara Ornstein.
- Neighbor to Neighbor Assist: We need more publicity and advice and are working to build up momentum. Please share the email contact: CHAnighborassist@gmail.com.
- Roads: Report attached.
- Social: The potluck in the sound front park was a huge success, and we plan to do it regularly perhaps bimonthly.

NEW BUSINESS

- Lockbox outside of administrative office: There have been reports of payments being made via the lock box but not being received by the office. Board members discussed the pros and cons of keeping versus removing it. The Community Manager, Donna Price, recommended keeping it, and the board concurred.
- No diving area on bulkhead in marina: Mike Weidinger expressed safety concerns and recommended keeping the “No Diving” sign. He also moved to cut the four pilings to 6 inches, enough to tie up a boat but too low to dive, Deborah Beddingfield 2nd. All in favor, motion passed.
- Maintenance shop: Mike Hutchinson would like to revisit the quotes for the welding repair to the shop. The board agreed to ask Pat Card to revisit the original quotes and, if necessary, get additional quotes.

Meeting adjourned at 8:07pm. Deborah Beddingfield moved to adjourn the public meeting and go into Executive Session to discuss the budget, Michael Hutchinson 2nd. All in favor, motion passed.

Respectfully submitted (*based on notes taken by Adele Page*),
Jessica Loose, Secretary

Treasurers' Report Through April 2025

1. Income

- a. 401 Assessments within 0.9 percent of budget
- b. 495 Unaccounted interest income.
- c. Total Income - We are \$14,976 behind due to a and b above.

2. Expenses

- a. 780 - Under spent Street Paving by \$107,695.
- b. 782 - Under spent Dredging by \$5,000
- c. 784 - Under spent Drainage Control by \$25,000

3. Net Income – Net income \$175,582 versus last months \$266,386, for a reduction of \$90,804. April saw a larger than typical reduction \$33,394 due to expenses associated with roofs and siding.

4. Balance sheet

- a. 100 – Operating Cash reduced \$95,342 - Siding, and monthly recurring expenses.
- b. 102 – Inflow from assessments increased account \$251,342.
- c. 104 – CHA Reserves increased by \$89,835.
- d. Total Assets reduced \$87,305 versus last month. Operating expenses and reserve expenditures.

Income Statement Apr 25 to May 25

| | | May 25 | Monthly Budget | Monthly Variance | Cumulative Results YTD | Annual Budget 25 | Percent of Annual |
|---------------|--|-------------------|-------------------|---------------------|------------------------|--------------------|-------------------|
| Income | 400 · Assessments Outstanding | | 0.00 | #REF! | 0.00 | 0.000 | #DIV/0! |
| | 401 · Association Assessments | 720,926.29 | 869,614.20 | -148,687.910 | 720,926.29 | 869,614.200 | 82.9% |
| | 424 · Interest on Past Due Assessment | 408.75 | 597.57 | -188.822 | 408.75 | 7,170.860 | 5.7% |
| | 425 · Late Fee Income | 75.00 | 686.67 | -611.667 | 75.00 | 8,240.000 | 0.9% |
| | 426 · Attorney Fee | 1,762.25 | 729.58 | 1,032.667 | 1,762.25 | 8,755.000 | 20.1% |
| | 427 · Convenience Fee - Credit Card | 300.00 | 83.33 | 216.667 | 300.00 | 1,000.000 | 30.0% |
| | 429 · Collection Fee | 100.00 | 125.00 | -25.000 | 100.00 | 1,500.000 | 6.7% |
| | 430 · CHY&R Annual Billing | 0.00 | 1,166.67 | -1,166.667 | 0.00 | 14,000.000 | 0.0% |
| | 435 · CHY&R Additional Billing | 0.00 | 343.33 | -343.333 | 0.00 | 4,120.000 | 0.0% |
| | 442 · Closing Fee | 1,000.00 | 901.25 | 98.750 | 1,000.00 | 10,815.000 | 9.2% |
| | 450 · Boat Slip | 0.00 | 1,766.67 | -1,766.667 | 0.00 | 21,200.000 | 0.0% |
| | 453 · Launch Fees | 155.00 | 137.33 | 17.667 | 155.00 | 1,648.000 | 9.4% |
| | 455 · Park Reservations | 75.00 | 60.08 | 14.917 | 75.00 | 721.000 | 10.4% |
| | 461 · Bar Code Fees | 20.00 | 12.88 | 7.125 | 20.00 | 154.500 | 12.9% |
| | 462 · Building Permit Fees | 50.00 | 42.92 | 7.083 | 50.00 | 515.000 | 9.7% |
| | 465 · Miscellaneous Income | | 0.00 | 0.000 | 0.00 | | #DIV/0! |
| | 471 · Fines | 0.00 | 21.46 | -21.458 | 0.00 | 257.500 | 0.0% |
| | 490 · Interest Income - Operating | 0.00 | 2.15 | -2.146 | 0.00 | 25.750 | 0.0% |
| | 495 · Interest Income - Reserves | 0.00 | 1,030.00 | -1,030.000 | 0.00 | 12,360.000 | 0.0% |
| | 513 · Returned Check Charges | 25.00 | 12.88 | 12.125 | 25.00 | 154.500 | 16.2% |
| | Total Income | 724,897.29 | 877,333.96 | -152,436.669 | 724,897.29 | 962,251.310 | 75.3% |
| | Gross Profit | 724,897.29 | 877,333.96 | -152,436.669 | 724,897.29 | 962,251.310 | 75.3% |
| | Expense | | | | | | |
| | 608 · Admin Expenses | 1,577.34 | 978.50 | -598.840 | 1,577.34 | 11,742.000 | 13.4% |
| | 609 · Office Salaries | 10,529.08 | 11,463.90 | 934.820 | 10,529.08 | 137,566.800 | 7.7% |
| | 615 · Insurance Expense | 7,911.68 | 5,398.92 | -2,512.763 | 7,911.68 | 64,787.000 | 12.2% |
| | 620 · Telephone | 100.00 | 103.00 | 3.000 | 100.00 | 1,236.000 | 8.1% |
| | 625 · Utilities | 458.11 | 420.58 | -37.527 | 458.11 | 5,047.000 | 9.1% |
| | 627 · Bank Charges | 0.00 | 21.46 | 21.458 | 0.00 | 257.500 | 0.0% |
| | 629 · Bad Debt | 0.00 | 42.92 | 42.917 | 0.00 | 515.000 | 0.0% |
| | 630 · Office Supplies | 120.40 | 257.50 | 137.100 | 120.40 | 3,090.000 | 3.9% |
| | 632 · Postage and Delivery | 88.58 | 394.83 | 306.253 | 88.58 | 4,738.000 | 1.9% |
| | 634 · Printing | 135.73 | 506.42 | 370.687 | 135.73 | 6,077.000 | 2.2% |
| | 637 · Dues and Subscriptions | 0.00 | 229.17 | 229.167 | 0.00 | 2,750.000 | 0.0% |
| | 642 · Small Tools and Equipment | 0.00 | 133.33 | 133.333 | 0.00 | 1,600.000 | 0.0% |
| | 650 · Covenants Enforcement | 58.64 | 85.83 | 27.193 | 58.64 | 1,030.000 | 5.7% |
| | 672 · Legal & Professional Fees | 2,501.75 | 2,250.00 | -251.750 | 2,501.75 | 27,000.000 | 9.3% |
| | 676 · Audit/CPA Fees | 0.00 | 557.92 | 557.917 | 0.00 | 6,695.000 | 0.0% |
| | 680 · Travel | 0.00 | 78.97 | 78.967 | 0.00 | 947.600 | 0.0% |
| | 690 · Property Tax | 0.00 | 21.46 | 21.458 | 0.00 | 257.500 | 0.0% |
| | 692 · Federal Income Tax | 0.00 | 128.75 | 128.750 | 0.00 | 1,545.000 | 0.0% |
| | 694 · NC Income Tax | 0.00 | 12.88 | 12.875 | 0.00 | 154.500 | 0.0% |
| | 696 · Payroll Tax Expense | 2,316.38 | 2,908.33 | 591.953 | 2,316.38 | 34,900.000 | 6.6% |
| | 697 · Payroll Processing | 174.00 | 214.58 | 40.583 | 174.00 | 2,575.000 | 6.8% |
| | 69810 · Bank Service Charges | 0.00 | 8.58 | 8.583 | 0.00 | 103.000 | 0.0% |
| | 705 · Maintenance Salaries | 7,770.31 | 8,980.06 | 1,209.745 | 7,770.31 | 107,760.660 | 7.2% |
| | 715 · Maintenance Phone | 40.00 | 0.00 | -40.000 | 40.00 | | #DIV/0! |
| | 716 · Maintenance Utilities | 299.62 | 223.17 | -76.453 | 299.62 | 2,678.000 | 11.2% |
| | 720 · Common Property Maintenance | 2,553.71 | 2,000.00 | -553.710 | 2,553.71 | 24,000.000 | 10.6% |
| | 724 · Street Signs | 0.00 | 64.38 | 64.375 | 0.00 | 772.500 | 0.0% |
| | 730 · Maintenance Supplies | 869.22 | 600.83 | -268.387 | 869.22 | 7,210.000 | 12.1% |
| | 732.1 · Miscellaneous Expenses (CHYRC) | 0.00 | 343.33 | 343.333 | 0.00 | 4,120.000 | 0.0% |
| | 752 · Maint Equipment Rental | -321.13 | 0.00 | 321.130 | -321.13 | | #DIV/0! |
| | 754 · Equipment Repair | 0.00 | 145.92 | 145.917 | 0.00 | 1,751.000 | 0.0% |
| | 756 · Automobile Maintenance | 0.00 | 103.00 | 103.000 | 0.00 | 1,236.000 | 0.0% |
| | 758 · Gas | 291.36 | 300.42 | 9.057 | 291.36 | 3,605.000 | 8.1% |
| | 760 · Security Wages | 10,513.38 | 13,183.49 | 2,670.105 | 10,513.38 | 158,201.820 | 6.6% |
| | 761 · Contract Security | 0.00 | 412.00 | 412.000 | 0.00 | 4,944.000 | 0.0% |
| | 763 · Security Supplies | 101.14 | 171.67 | 70.527 | 101.14 | 2,060.000 | 4.9% |
| | 765 · Security Phone | 40.00 | 42.92 | 2.917 | 40.00 | 515.000 | 7.8% |
| | 766 · Security Utilities | 331.23 | 326.17 | -5.063 | 331.23 | 3,914.000 | 8.5% |
| | 767 · Security Passes | 0.00 | 729.58 | 729.583 | 0.00 | 8,755.000 | 0.0% |
| | 768 · Security Vehicle | 0.00 | 0.00 | 0.000 | 0.00 | 0.000 | #DIV/0! |
| | 770 · Johns Brothers Monitoring | 761.91 | 214.58 | -547.327 | 761.91 | 2,575.000 | 29.6% |
| | 780 · Street Paving | 2,960.00 | 9,095.66 | 6,135.661 | 2,960.00 | 109,147.930 | 2.7% |
| | 782 · Dredging | 832.50 | 429.17 | -403.333 | 832.50 | 5,150.000 | 16.2% |
| | 783 · Tree Service | 8,212.50 | 1,716.67 | -6,495.833 | 8,212.50 | 20,600.000 | 39.9% |
| | 784 · Drainage Control | 0.00 | 2,083.33 | 2,083.333 | 0.00 | 25,000.000 | 0.0% |
| | 785 · Discretionary | 61.37 | 833.33 | 771.963 | 61.37 | 10,000.000 | 0.6% |
| | 786 · Contingency | 0.00 | 1,287.50 | 1,287.500 | 0.00 | 15,450.000 | 0.0% |
| | 787 · Depreciation Expense | | 0.00 | 0.000 | 0.00 | | #DIV/0! |
| | 800 · Reserve Funding | 0.00 | 9,515.96 | 9,515.958 | 0.00 | 114,191.500 | 0.0% |
| | 810 · Reserve Funding - CHY&RC | 0.00 | 1,166.67 | 1,166.667 | 0.00 | 14,000.000 | 0.0% |
| | 895 · Reserve Disb | 6,834.00 | 0.00 | -6,834.000 | 6,834.00 | 0.000 | #DIV/0! |
| | Total Expense | 68,122.81 | 80,187.61 | 12,064.799 | 68,122.81 | 962,251.310 | 7.1% |
| | Net Income | 656,774.48 | 797,146.35 | 140,371.870 | 656,774.48 | | |

Balance Sheet changes from 12/17/24 to Apr 25

| | Dec 17, 24 | Dec 31, 24 | Jan 25 | Feb 25 | Mar 25 | Apr 25 | Monthly change |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| ASSETS | | | | | | | |
| Current Assets | | | | | | | |
| Checking/Savings | | | | | | | |
| 100 · Operating Cash - First National | 102,573.00 | 84,614.91 | 199,621.26 | 176,072.16 | 179,168.66 | 83,825.72 | -95,342.94 |
| 102 · Southern Operating | 299,228.17 | 299,228.17 | 149,878.51 | 149,878.51 | 149,878.51 | 401,220.96 | 251,342.45 |
| 104 · Infinex - CHA Reserves | 712,510.40 | 712,510.40 | 721,632.38 | 691,582.38 | 631,582.38 | 721,418.14 | 89,835.76 |
| 114 · Infinex - CHYRC Reserve Ded | 152,185.94 | 152,185.94 | 154,031.09 | 154,031.09 | 154,031.09 | 154,023.04 | -8.05 |
| 115 · Petty Cash | 168.55 | 168.55 | 168.55 | 168.55 | 168.55 | 168.55 | 0.00 |
| 116 · Operating 2 CC - First National | 34,725.77 | 34,725.77 | 34,476.96 | 35,073.56 | 35,073.56 | 39,602.14 | 4,528.58 |
| Total Checking/Savings | 1,301,391.83 | 1,283,433.74 | 1,259,808.75 | 1,206,806.25 | 1,149,902.75 | 1,400,258.55 | -56,903.50 |
| Accounts Receivable | | | | | | | |
| 140 · Accounts Receivable-Assessments | -1,631.75 | -2,008.30 | -2,433.30 | -2,433.30 | -5,876.02 | -343,157.29 | -337,281.27 |
| Total Accounts Receivable | -1,631.75 | -2,008.30 | -2,433.30 | -2,433.30 | -5,876.02 | -343,157.29 | -337,281.27 |
| Other Current Assets | | | | | | | |
| 145 · Undeposited Funds | 874.49 | 25.00 | 0.00 | 0.00 | 2,935.03 | 2,555.00 | -380.03 |
| 155 · Prepaid Income Taxes | 162.00 | 162.00 | 162.00 | 162.00 | 162.00 | 162.00 | 0.00 |
| Total Other Current Assets | 1,036.49 | 187.00 | 162.00 | 162.00 | 3,097.03 | 2,717.00 | -380.03 |
| Total Current Assets | 1,300,796.57 | 1,281,612.44 | 1,257,537.45 | 1,204,534.95 | 1,147,123.76 | 1,059,818.26 | -87,305.50 |
| Fixed Assets | | | | | | | |
| 160 · Land | 219,165.96 | 219,165.96 | 219,165.96 | 219,165.96 | 219,165.96 | 219,165.96 | 0.00 |
| 162 · Buildings | 191,310.58 | 191,310.58 | 191,310.58 | 191,310.58 | 191,310.58 | 191,310.58 | 0.00 |
| 165 · Swimming Pool | 100,000.00 | 100,000.00 | 100,000.00 | 100,000.00 | 100,000.00 | 100,000.00 | 0.00 |
| 167 · Tennis Court | 9,951.76 | 9,951.76 | 9,951.76 | 9,951.76 | 9,951.76 | 9,951.76 | 0.00 |
| 169 · Playground Equipment | 46,815.17 | 46,815.17 | 46,815.17 | 46,815.17 | 46,815.17 | 46,815.17 | 0.00 |
| 171 · Office Equipment | 15,251.12 | 15,251.12 | 15,251.12 | 15,251.12 | 15,251.12 | 15,251.12 | 0.00 |
| 173 · Maintenance Equipment | 225,910.37 | 225,910.37 | 225,910.37 | 225,910.37 | 225,910.37 | 225,910.37 | 0.00 |
| 174 · Vehicles | 41,459.35 | 41,459.35 | 41,459.35 | 41,459.35 | 41,459.35 | 41,459.35 | 0.00 |
| 175 · Security Equipment | 24,285.57 | 24,285.57 | 24,285.57 | 24,285.57 | 24,285.57 | 24,285.57 | 0.00 |
| 179 · Accumulated Depreciation | -593,644.02 | -593,644.02 | -593,644.02 | -593,644.02 | -593,644.02 | -593,644.02 | 0.00 |
| Total Fixed Assets | 280,505.86 | 280,505.86 | 280,505.86 | 280,505.86 | 280,505.86 | 280,505.86 | 0.00 |
| TOTAL ASSETS | 1,581,302.43 | 1,562,118.30 | 1,538,043.31 | 1,485,040.81 | 1,427,629.62 | 1,340,324.12 | -87,305.50 |
| LIABILITIES & EQUITY | | | | | | | |
| Equity | | | | | | | |
| 320 · Retained Earnings | 60,500.30 | 60,500.30 | 60,500.30 | 60,500.30 | 60,499.57 | 60,499.57 | 0.00 |
| 340 · Operating Fund | 351,614.06 | 351,614.06 | 351,614.06 | 351,614.06 | 351,614.06 | 351,614.06 | 0.00 |
| 350 · Reserve Fund | 737,374.34 | 737,374.34 | 737,374.34 | 737,374.34 | 737,374.34 | 737,374.34 | 0.00 |
| Net Income | 431,813.73 | 412,629.60 | 388,554.61 | 335,552.11 | 278,141.65 | 190,836.15 | -87,305.50 |
| Total Equity | 1,581,302.43 | 1,562,118.30 | 1,538,043.31 | 1,485,040.81 | 1,427,629.62 | 1,340,324.12 | -87,305.50 |
| TOTAL LIABILITIES & EQUITY | 1,581,302.43 | 1,562,118.30 | 1,538,043.31 | 1,485,040.81 | 1,427,629.62 | 1,340,324.12 | -87,305.50 |

Colington Harbour Streets Committee
Meeting Minutes
June 12, 2025-6:00 pm
Colington Club House

Members present- Shane Hite- Joanne Bealle- Holly Mcneill-Shelia Alexander

Recommendations

1. Request additional patrols from the Sheriff's Office
2. Additional signage for speed limits and no parking.
3. Ensure there are no hedges-shrubs etc. blocking speed limit signs
4. Would like to know if advisory notes can be added to the visitor passes- Speed limit- No wake etc.
5. Is there a way to put a sign at the gate with messages for incoming traffic?
6. Recommend a regular E-blast regarding speed limit.
7. What can be done about contractors parking on the roadway?
8. Would the Harbour consider renting space at the maintenance yard for boat trailers?

Secretary's Report

From Jessica Loose <jessicaloose.obx@gmail.com>

Date Mon 6/16/2025 3:58 PM

To Deborah Beddingfield <deborah.h.beddingfield@gmail.com>; Shane Hite <obxff@yahoo.com>; Mike Hutchinson <rmhutch59@gmail.com>; Adele Page <apagealj@gmail.com>; Donna Price <dprice@colingtonharbour.net>; Mike Weidinger <tmichael.weidinger@gmail.com>; Richard Hess <sailouterbanks@gmail.com>

 1 attachment (8 KB)

PastedGraphic-1.tiff;

1. The fish were delivered to Colony Lake on Thursday, June 12. Thanks to Melissa Delbusso and Terry Shafer, of the Colony Lake committee, for coordinating this in my absence.

2. Several residents requested forgiveness of the late fee on the assessments. They have all received an email today from the Colington Harbour Association Board, denying their request as follows:

Thank you for getting in touch with us regarding the late fee on your Colington Harbour Association Homeowners dues. Your request to have the late fee voided was discussed by the Board. The bill was mailed on April 1, 2025, and was to be paid by May 1, 2025. The Colington Harbour Association does give a thirty-one (31) day grace period and did not start adding a late fee until after June 1, 2025. As stated in **Article V, Covenant for Maintenance Assessments, Section 9, Effect of Non-Payment of Assessment:**

"If the assessment is not paid within thirty (30) days after the due date, a penalty fee of \$25.00 shall be added thereto and from that date...."

Unfortunately, the Board of Directors is not authorized to remove this fee.

Jessica Loose

cell: 252-202-2741

"If you're not living on the edge, you're taking up too much space."

 PastedGraphic-1.tiff

Live Streaming of Board Meetings Proposal – we have been promising this. We should do it.

1. Do we live stream all board meetings or just the homeowner's forum meetings?
 - a. Propose we start with the evening meetings for homeowners.
2. How is homeowners' privacy protected during foreclosure proceedings? (although recognize that a foreclosure filing becomes public record)
 - a. Ann should include in the Board packet a form that details the addresses and amounts owed, with each address labeled with a letter or number. We vote publicly by number or letter. Note that the reviewed paper will be part of the minutes published on our website.
3. Propose we use YouTube.
 - a. Propose we use YouTube and use the Unlisted Option. Please review the following article. <https://www.obsbot.com/blog/youtube/youtube-private-streaming>. The Private option only supports 50 users and we would have to specifically invite by email address. The unlisted option makes it not publicly available (or searchable) on our channel and only available if the user has the designated link. I suggest the link be available on our website only on the day of the meeting.
 - b. Do not archive the Live Stream. In my view the only official record of the Board meeting should be our Board minutes. Archiving is feasible but from a liability perspective, I do not recommend it.
4. Equipment Needed –
 - a. Laptop with the appropriate capacity (do we own one?) A Chromebook for around \$200 should suffice.
 - b. Webcam and Tripod (less than \$250) - examples below
 - i. https://www.lenovo.com/us/en/p/accessories-and-software/webcams-and-video/webcams-and-video_webcams/78012840?orgRef=https%253A%252F%252Fwww.google.com%252F&cid=us:sem|se|google|shopping_3po|gs_notebooks||78012840|20927478951|164430743944|pla-1652010017019|shopping|mix&gad_source=1&gad_campaignid=20927478951&gbraid=0AAAAADnnO-Xr1JfurVNAJKIO4PzS2NQJf&gclid=CjwKCAjwgb_CBhBMEiwA0p3oOFRMZuJ3L9FFRYdPLvq13sucycUBYfn5v4_CVHXwWq5ApEg4tyFyNRoCDOAQAvDBwE
 - ii. https://www.amazon.com/Webcam-Compatible-Logitech-StreamCam-Aluminum/dp/B01DBNASKY/ref=asc_df_B01DBNASKY?mcid=16a4fa45656b369786ae554a513f5178&hvocijid=3106619975499194705-

[B01DBNASKY-&hvexpln=73&tag=hyprod-20&linkCode=df0&hvadid=721245378154&hvpos=&hvnetw=g&hvrnd=3106619975499194705&hvpone=&hvptwo=&hvqmt=&hvdev=c&hvdvcmdu=&hvlocint=&hvlocphy=9009859&hvtargid=pla-2281435177378&pssc=1](https://www.youtube.com/watch?v=B01DBNASKY-&hvexpln=73&tag=hyprod-20&linkCode=df0&hvadid=721245378154&hvpos=&hvnetw=g&hvrnd=3106619975499194705&hvpone=&hvptwo=&hvqmt=&hvdev=c&hvdvcmdu=&hvlocint=&hvlocphy=9009859&hvtargid=pla-2281435177378&pssc=1)

1. Two small microphones (under \$200) for better audio quality.
2. Not equipment but we will need to create a free YouTube Channel