

Minutes
Colington Harbour Board of Directors Meeting
September 16, 2025

Call to order: Meeting was called to order at 7pm by Richard Hess

Present:

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

Others Present:

Maintenance – Pat Card
(Donna Price was absent due to illness.)

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

Approval of Minutes: Adele Page 1st, Shane Hite 2nd. All in favor, motion passed.

HOMEOWNER FORUM:

- Bill Combs shared his concerns about dredging procedures and delayed scheduling. He suggested a modification of the location of the pins upon which our soundings are based. Richard Hess responded that we have a permit to begin dredging October 15 and will begin on time. We are considering two dredgings (fall and spring), depending on how weather conditions may affect shoaling within the channel. He said he will address the pin location with CAMA and the Army Corp. However, emphasized the need to start dredging on schedule before challenging the protocols.
- David Reed brought up several questions about the July 25 Treasurer’s Report. Mike Hutchinson explained why there is a difference between the Income Statement and the Balance Sheet.

OFFICER REPORTS

President: Deborah Beddingfield

- She is working on ways to reduce the bird defecation in the shallow water of the sound front beach that is polluting the water and triggering periodic beach closings. Jockey’s Ridge has the same issue in shallow water testing; it is not related to any septic issues as our system has been drained, removed, and installed in a new location. Some potential solutions under consideration are spotlights, sound emissions, and periodic and controlled dog patrols.
- She is also compiling an analysis of the fees charged and services provided by other local homeowner associations.

First VP: Adele Page

- She is sending out via e-blast a form by which property owners can opt in to electronic voting. The form must be signed and returned to the office either in person, or by email.

2nd VP: Shane Hite

- No report

Treasurer: Mike Hutchinson

- 98.4% of assessments have been collected. The full report is attached.

Secretary: Jessica Loose

- No report

Chairman: Richard Hess

- No report

Member at Large: Mike Weidinger

- He suggested that board members survey the entire community every three months (March, June, September, December) with Wendi Kmet to help identify covenant violations and other issues which might be addressed proactively. The board agreed to the first such group survey on December 16.

OLD BUSINESS

- Dredging: See above

NEW BUSINESS

- None

Meeting adjourned at 8:07. Adele Page moved that adjourn and go into executive session to discuss legal matters, Mike Hutchinson 2nd. All in favor, motion passed.

*Respectfully submitted,
Jessica Loose, Secretary*

Treasurers' Report August 2025

- 1) Income
 - a) 401 Assessments are still being collected currently at 98.4% of the annual total. \$14,005 still outstanding.
 - b) 495 Interest earned, Ann solved the disconnect on this, the cumulative is \$10,500.
 - c) Total Income - We are \$67,716 behind Due to #1 above and slip fees and CHYRC lease.

- 2) Expenses
 - a) 608 · Admin Expenses continue to run ahead of plan.
 - b) 615 – Insurance expenses still running over plan but came down considerably versus last month. Insurance expenses have been higher, also timing.
 - c) 754 – Equipment Repair - \$2,077 Edenton Tractor mower repair.
 - d) 770 – John's Brothers Security – This is on a run rate of over \$6,000 for the year versus a budget of \$2,575. Is it worth it?

- 3) Net Income – Cumulative income \$372,591. This allows spending on a monthly basis of \$46,573 for the next 8 months.

- 4) Balance sheet
 - a) 100 – Operating Cash decreased \$17,435 due to monthly expenditures.
 - b) 162 – Buildings – Increased \$59,788 Due to Capital Improvements.
 - c) 320 – Retained Earnings – Increased \$59,773, Excess of assessments versus expenses.

- 5) Check log added to report.

Income Statement May 25 to Aug 25

											33.3%
	May 25	June 25	July 25	August 25	Monthly Budget	Monthly Variance	Cumulative Results YTD	Annual Budget 25	Percent of Annual	Comments	
Income											
400 - Assessments Outstanding	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000	#DIV/0!		
401 - Association Assessments	720,561.29	68,177.73	40,409.05	26,460.59	43,480.71	-17,020.12	855,608.66	869,614.200	98.4%	Still about \$14,005.54 fees outstanding.	
424 - Interest on Past Due Assessment	408.75	1,150.32	2,399.20	1,708.38	597.57	1,110.81	5,666.65	7,170.860	79.0%		
425 - Late Fee Income	75.00	3,600.00	2,920.08	1,973.49	696.67	1,286.82	8,568.57	8,240.000	104.0%		
426 - Attorney Fee	1,762.25	2,117.25	0.00	2,592.48	729.58	1,862.90	6,471.98	8,755.000	73.9%		
427 - Convenience Fee - Credit Card	300.00	210.00	230.00	190.00	83.33	106.67	930.00	1,000.000	93.0%		
429 - Collection Fee	100.00	0.00	0.00	100.00	125.00	-25.00	200.00	1,500.000	13.3%		
430 - CHY&R Annual Billing	0.00	0.00	0.00	0.00	1,166.67	-1,166.67	0.00	14,000.000	0.0%		
435 - CHY&R Additional Billing	0.00	0.00	0.00	0.00	343.33	-343.33	0.00	4,120.000	0.0%		
442 - Closing Fee	1,000.00	1,000.00	750.00	1,375.00	901.25	473.75	4,125.00	10,815.000	38.1%		
450 - Boat Slip	0.00	0.00	0.00	0.00	1,766.67	-1,766.67	0.00	21,200.000	0.0%		
453 - Launch Fees	155.00	245.00	610.00	375.00	137.33	237.67	1,385.00	1,648.000	84.0%		
455 - Park Reservations	75.00	50.00	50.00	0.00	60.08	-60.08	175.00	721.000	24.3%		
461 - Bar Code Fees	20.00	30.00	40.00	40.00	12.88	27.13	130.00	154.500	84.1%		
462 - Building Permit Fees	50.00	0.00	50.00	50.00	42.92	7.08	150.00	515.000	29.1%		
465 - Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000	0.0%		
471 - Fines	0.00	0.00	0.00	0.00	21.46	-21.46	0.00	257.500	0.0%		
490 - Interest Income - Operating	0.00	0.00	0.00	0.00	2.15	-2.15	543.46	25.750	2110.5%		
495 - Interest Income - Reserves	0.00	0.00	0.00	0.00	1,030.00	-1,030.00	10,500.74	12,360.000	85.0%		
513 - Returned Check Charges	25.00	50.00	5.00	0.00	12.88	-12.88	80.00	154.500	51.8%		
Total Income	724,532.29	76,630.30	47,463.33	34,864.94	51,200.47		894,535.06	962,251.310	93.0%		
Gross Profit	724,532.29	76,630.30	47,463.33	34,864.94	51,200.47		894,535.06	962,251.310	93.0%	Hasn't recognized CHYRC lease yet.	
Expense											
608 - Admin Expenses	1,577.34	2,922.98	359.00	288.79	978.50	689.71	5,148.11	11,742.000	44%		
609 - Office Salaries	10,529.08	10,107.60	10,228.76	10,422.51	11,463.90	1,041.39	41,287.95	137,566.800	30%		
615 - Insurance Expense	7,911.68	16,570.92	19,695.99	3,241.63	5,398.92	2,157.29	47,420.22	64,787.000	73%	Running well above plan, Insurance expenses have been higher, also	
620 - Telephone	100.00	100.00	100.00	100.00	103.00	3.00	400.00	1,236.000	32%		
625 - Utilities	458.11	470.59	471.54	479.60	420.58	-59.02	1,879.84	5,047.000	37%		
627 - Bank Charges	0.00	0.00	0.00	0.00	21.46	21.46	0.00	257.500	0%		
629 - Bad Debt	0.00	0.00	0.00	0.33	42.92	42.59	0.33	515.000	0%		
630 - Office Supplies	120.40	570.31	173.89	181.06	257.50	76.44	1,045.66	3,090.000	34%		
632 - Postage and Delivery	88.58	174.85	588.54	0.00	394.83	394.83	851.97	4,738.000	18%		
634 - Printing	135.73	135.73	396.00	135.73	506.42	370.69	803.19	6,077.000	13%		
637 - Dues and Subscriptions	0.00	0.00	324.00	0.00	229.17	229.17	324.00	2,750.000	12%		
642 - Small Tools and Equipment	0.00	303.55	0.00	0.00	133.33	133.33	303.55	1,600.000	19%		
650 - Covenant Enforcement	58.64	58.64	58.63	58.63	85.83	27.20	234.54	1,030.000	23%		
672 - Legal & Professional Fees	2,501.75	825.00	355.00	0.00	2,250.00	2,250.00	3,681.75	27,000.000	14%		
676 - Audit/CPA Fees	0.00	0.00	0.00	0.00	557.92	557.92	0.00	6,695.000	0%		
680 - Travel	0.00	0.00	0.00	339.92	78.97	-260.95	339.92	947.600	36%		
690 - Property Tax	0.00	0.00	74.94	0.00	21.46	21.46	74.94	257.500	29%		
692 - Federal Income Tax	0.00	0.00	0.00	0.00	128.75	128.75	0.00	1,545.000	0%		
694 - NC Income Tax	0.00	0.00	0.00	0.00	12.88	12.88	0.00	154.500	0%		
696 - Payroll Tax Expense	2,316.38	2,396.06	2,355.44	2,346.39	2,908.33	561.94	9,414.27	34,900.000	27%		
697 - Payroll Processing	174.00	186.00	179.00	185.00	214.58	29.58	724.00	2,575.000	28%		
69810 - Bank Service Charges	0.00	24.00	0.00	0.00	8.58	8.58	24.00	103.000	23%		
705 - Maintenance Salaries	7,770.31	7,964.75	7,588.38	7,626.14	8,980.06	1,353.92	30,949.58	107,760.660	29%		
715 - Maintenance Phone	40.00	40.00	40.00	40.00	0.00	-40.00	160.00	0.000	#DIV/0!		
716 - Maintenance Utilities	299.62	187.42	198.44	263.57	223.17	-40.40	949.05	2,678.000	35%		
720 - Common Property Maintenance	2,553.71	443.71	727.11	443.08	2,000.00	1,556.92	4,167.61	24,000.000	17%		
724 - Street Signs	0.00	345.25	0.00	0.00	64.38	64.38	345.25	772.500	45%		
730 - Maintenance Supplies	869.22	487.58	31.80	936.26	600.83	-335.43	2,324.86	7,210.000	32%		
732.1 - Miscellaneous Expenses (CHYRC)	0.00	74.72	0.00	57.03	343.33	286.30	131.75	4,120.000	3%		
752 - Maint Equipment Rental	-321.13	0.00	0.00	0.00	0.00	0.00	-321.13	0.000	#DIV/0!		
754 - Equipment Repair	0.00	0.00	0.00	2,352.77	145.92	-2,206.85	2,352.77	1,751.000	134%	Edenton Tractor mower repair	
756 - Automobile Maintenance	0.00	0.00	83.00	176.28	103.00	-73.28	259.28	1,236.000	21%		
758 - Gas	291.36	293.32	224.25	310.44	300.42	-10.02	1,119.37	3,605.000	31%		
760 - Security Wages	10,513.38	11,809.89	11,655.87	11,542.70	13,183.49	1,640.79	45,521.84	158,201.820	29%		
761 - Contract Security	0.00	0.00	0.00	0.00	412.00	412.00	0.00	4,944.000	0%		
763 - Security Supplies	101.14	692.38	313.79	93.96	171.67	77.71	1,201.27	2,060.000	58%		
765 - Security Phone	40.00	40.00	40.00	40.00	42.92	2.92	160.00	515.000	31%		
766 - Security Utilities	331.23	317.08	365.36	393.41	326.17	-67.24	1,407.08	3,914.000	36%		
767 - Security Passes	0.00	2,522.76	0.00	0.00	729.58	729.58	2,522.76	8,755.000	29%		
768 - Security Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000	#DIV/0!		
770 - Johns Brothers Monitoring	761.91	652.62	0.00	618.53	214.58	-403.95	2,033.06	2,575.000	79%		
780 - Street Paving	2,960.00	109,147.93	0.00	0.00	9,095.66	9,095.66	112,107.93	109,147.930	103%		
782 - Dredging	832.50	0.00	0.00	159.59	429.17	269.58	992.09	5,150.000	19%		
783 - Tree Service	8,212.50	0.00	0.00	0.00	1,716.67	1,716.67	8,212.50	20,600.000	40%		
784 - Drainage Control	0.00	3,125.64	0.00	0.00	2,083.33	2,083.33	3,125.64	25,000.000	13%		
785 - Discretionary	61.37	0.00	0.00	696.28	833.33	137.05	757.65	10,000.000	8%		
786 - Contingency	0.00	0.00	0.00	0.00	1,287.50	1,287.50	0.00	15,450.000	0%		
787 - Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000	#DIV/0!		
800 - Reserve Funding	0.00	0.00	0.00	0.00	9,515.96	9,515.96	0.00	114,191.500	0%		
810 - Reserve Funding - CHY&RC	0.00	0.00	0.00	0.00	1,166.67	1,166.67	0.00	14,000.000	0%		
895 - Reserve Disb	6,834.00	180,670.92	0.00	0.00	0.00	0.00	187,504.92	0.000	#DIV/0!	This is a conduit account from the reserves on the balance sheet. If we remove the Reserve disbursements it would be 35%	
Total Expense	68,122.81	353,662.20	56,628.73	43,529.63	80,187.61	36,657.98	521,943.37	962,251.310	54%		
Net Income	656,409.48	-277,031.90	-9,165.40	-8,664.69	-28,987.14		372,591.69	0.00			

Balance Sheet changes from May 25 to Aug 25

		May 25	June 25	July 25	August 25	Monthly change	Notes
ASSETS							
Current Assets							
Checking/Savings							
	100 · Operating Cash - First National	300,896.63	249,423.45	238,735.54	221,300.06	-17,435.48	Operating expenditures
	102 · Southern Operating	333,857.52	184,079.96	184,079.96	184,369.45	289.49	
	104 · Infinex - CHA Reserves	791,229.63	793,363.77	793,363.77	798,517.78	5,154.01	
	114 · Infinex - CHYRC Reserve Ded	154,023.04	154,023.04	154,023.04	157,225.63	3,202.59	
	115 · Petty Cash	168.55	168.55	168.55	168.55	0.00	
	116 · Operating 2 CC - First National	50,282.19	58,257.92	67,671.70	74,902.95	7,231.25	
	Total Checking/Savings	1,630,457.56	1,439,316.69	1,438,042.56	1,436,484.42	-1,274.13	
Accounts Receivable							
	140 · Accounts Receivable-Assessments	-996.18	-642.32	-645.73	-1,209.27	-563.54	
	Total Accounts Receivable	-996.18	-642.32	-645.73	-1,209.27	1,855.00	
Other Current Assets							
	145 · Undeposited Funds	89,364.96	7,887.86	0.00	1,661.78	1,661.78	
	155 · Prepaid Income Taxes	162.00	162.00	162.00	1,200.00	1,038.00	
	Total Other Current Assets	89,526.96	8,049.86	162.00	2,861.78	2,699.78	
	Total Current Assets	1,718,988.34	1,446,724.23	1,437,558.83	1,438,136.93	578.10	
Fixed Assets							
	160 · Land	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	251,099.50	59,788.92	Capital Improvements
	165 · Swimming Pool	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	0.00	
	169 · Playground Equipment	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	0.00	
	173 · Maintenance Equipment	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	0.00	
	175 · Security Equipment	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	-594,697.93	-1,053.91	
	Total Fixed Assets	280,505.86	280,505.86	280,505.86	339,240.87	58,735.01	
	TOTAL ASSETS	1,999,494.20	1,727,230.09	1,718,064.69	1,777,377.80	59,313.11	
LIABILITIES & EQUITY							
Equity							
	320 · Retained Earnings	253,731.32	253,731.32	253,731.32	313,504.33	59,773.01	Excess of assessments versus expenses
	340 · Operating Fund	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	0.00	
	Net Income	656,774.48	384,510.37	375,344.97	374,885.07	-459.90	
	Total Equity	1,999,494.20	1,727,230.09	1,718,064.69	1,777,377.80	59,313.11	
	TOTAL LIABILITIES & EQUITY	1,999,494.20	1,727,230.09	1,718,064.69	1,777,377.80	59,313.11	

August Check Register

GENERAL LEUYER

As of August 31, 2025

Type	Date	Num	Name	Memo	Split	Debit	Credit	Original Amount	Balance
100 - Operating Cash - First National									
Bill Pmt -Check	08/04/2025	3371	Ann-Elyse Blomberg		200 - Accoun...		227.92	-227.92	238,706.45
Bill Pmt -Check	08/04/2025	3372	Donna J. Price		200 - Accoun...		113.38	-113.38	238,478.53
Bill Pmt -Check	08/04/2025	3373	NC Department of ...		200 - Accoun...		119.00	-119.00	238,365.15
Bill Pmt -Check	08/04/2025	3374	Grounds Pros		200 - Accoun...		186.81	-186.81	238,246.15
Bill Pmt -Check	08/04/2025	3375	Wendi Kmet		200 - Accoun...		112.00	-112.00	238,059.34
Bill Pmt -Check	08/04/2025	3376	Wendi Kmet		200 - Accoun...		501.00	-501.00	237,947.34
Bill Pmt -Check	08/05/2025	3377	AmGuard Insuranc...	Acct#18002...	200 - Accoun...		2,445.33	-2,445.33	235,001.01
General Journal	08/06/2025	BLL-...			609 - Office S...		15,474.26	-15,474.26	219,526.75
Deposit	08/06/2025			Deposit	-SPLIT-	8,678.55		8,678.55	228,205.30
Bill Pmt -Check	08/11/2025	3378	Barry Briggs		200 - Accoun...		450.00	-450.00	227,755.30
Bill Pmt -Check	08/11/2025	3379	Culligan Water		200 - Accoun...		62.71	-62.71	227,692.59
Bill Pmt -Check	08/11/2025	3380	Edenton Tractor		200 - Accoun...		2,077.77	-2,077.77	225,614.82
Bill Pmt -Check	08/11/2025	3381	Systel		200 - Accoun...		135.73	-135.73	225,479.09
Bill Pmt -Check	08/12/2025	3382	Wind and Waves W...		200 - Accoun...		250.00	-250.00	225,229.09
Deposit	08/13/2025			Deposit	-SPLIT-	3,120.76		3,120.76	228,349.85
Bill Pmt -Check	08/18/2025	3383	Dominion NC Power		200 - Accoun...		529.84	-529.84	227,820.01
Bill Pmt -Check	08/18/2025	3384	Jordan Price Wall G...	VOID:	200 - Accoun...			0.00	227,820.01
Bill Pmt -Check	08/18/2025	3385	Wind and Waves W...		200 - Accoun...		25.00	-25.00	227,795.01
Deposit	08/19/2025			Deposit	-SPLIT-	5,416.50		5,416.50	233,211.51
General Journal	08/20/2025	Coas...			609 - Office S...		16,648.48	-16,648.48	216,563.03
Bill Pmt -Check	08/20/2025	3386	Southern Bank		200 - Accoun...		1,847.37	-1,847.37	214,715.66
Bill Pmt -Check	08/26/2025	3387	Dare County Wate...		200 - Accoun...		114.04	-114.04	214,601.62
Bill Pmt -Check	08/26/2025	3388	Islander Flags		200 - Accoun...		735.51	-735.51	213,866.11
Bill Pmt -Check	08/26/2025	3389	Johns Brothers Se...		200 - Accoun...		618.53	-618.53	213,247.58
Bill Pmt -Check	08/26/2025	3390	US Able Life		200 - Accoun...		181.92	-181.92	213,065.66
Bill Pmt -Check	08/27/2025	3391	Spectrum Business		200 - Accoun...		672.70	-672.70	212,392.96
Deposit	08/28/2025			Deposit	-SPLIT-	8,907.10		8,907.10	221,300.06
Total 100 - Operating Cash - First National							43,529.30		221,300.06
406 - Operating Cash - First National									
406 - Operating Cash - First National									