

**Minutes**  
**Colington Harbour Board of Directors Meeting**  
December 16, 2025

**Call to order:** Meeting was called to order at 8:00am by Richard Hess.

**Present:**

President – Deborah Beddingfield	Treasurer – Mike Hutchinson (via telephone)
Chairman – Richard Hess	Secretary – Jessica Loose
1 <sup>st</sup> VP – Adele Page	2 <sup>nd</sup> VP – Shane Hite
Member at Large – Mike Weidinger	

**Others Present:**

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

**Approval of Agenda:** Mike Weidinger 1<sup>st</sup>, Shane Hite 2<sup>nd</sup>. All in favor, motion passed.

**Approval of Minutes for November 18, 2025:** Deborah Beddingfield 1<sup>st</sup>, Mike Weidinger 2<sup>nd</sup>. All in favor, motion passed.

**DEPARTMENTAL REPORTS**

**Foreclosures:** Ann Blomberg

- 423 Harbour View has a balance due of \$704.30, which includes legal and late fees. A demand letter was sent on August 5; Jordan Price filed a lien on September 17; Jordan Price received a check on September 19 which was forwarded to CHA, who had already filed for a lien. No response was received from the property owner to an attempt to foreclose on October 27. The Board's current policy is to send a demand letter and file for foreclosure once an account is one year past due (as compared to past policy of waiting for two years).
- Adele Page made a motion to proceed with the foreclosure on 423 Harbour View, Mike Weidinger 2<sup>nd</sup>. All in favor, motion passed.

**Maintenance:** Pat Card

- Holiday decorations are up and potholes have been filled. He shared the number of vacant lots we currently mow; this does not include lots adjacent to improved property owned by the same owner or wooded lots and heavily vegetated lots.
- Completion of **dredging** has been delayed by bad weather and will resume in January. We only need three more days with no wind to complete dredging the outer edge.

**Administrative:** Donna Price

- No report

**Security:** Wendi Kmet

- No report

**Covenant Enforcement:** Wendi Kmet

- Covenant Enforcement was informed by a resident on Harbour View that he had filed a trespassing complaint against his neighbor related to the neighbor's palm tree.

## OFFICER REPORTS

**President:** Deborah Beddingfield

- **Guard gate:** In response to a homeowner who recommended the installation of an electronic guard gate, Deborah checked with a development in South Carolina who has used the electronic system and spoke with the local highway patrol and sheriff's departments. It takes about 15 seconds to pass through each car. With approximately 6,000 cards coming through the gate every day, the resulting backup would adversely affect EMS services, and CHA would be required to install – at our expense – a turning lane in accordance with Department of Transportation specifications. Even though the manufacturer of the electronic system has offered to finance the \$100,000 initial installation cost with an interest free loan, CHA would incur significant additional expenses to make it feasible. Beddingfield is continuing her research, but the matter is tabled for now. Mike Weidinger pointed out that an electronic gate might lead to a false sense of security in that it doesn't address walkers or bikers nor would it monitor the bus stop.

**First VP:** Adele Page

- No report

**2<sup>nd</sup> VP:** Shane Hite

- The election primary is on March 3, with four candidates running for sheriff (all from the same party). He suggested we hold a candidate forum and offered to contact the candidates to see if they would be interested in participating.

**Treasurer:** Mike Hutchinson (via telephone)

- See attached financial report through the end of November. Main highlights:
  - Johns Brothers Security is way over budget, and he suggested reviewing our options.
  - Large limb pickup costs \$15,000 - \$20,000, so we might consider discontinuing that service.
  - Insurance is over budget with costs continuing to rise, so we need to review our policy and shop around.

**Secretary:** Jessica Loose

- No report

**Chairman:** Richard Hess

- **Dredging:** We had to buy extra pipe to comply with CAMA's requirements, for a one-time additional expense of \$8,000. Steve Buick suggested modifying the dredge so the pontoon boat could be behind it, thus reducing stress on its bow. Materials for the modification would cost about \$1,000 and could be used on a future pontoon boat. Pat Card said the current pontoon is in poor condition: hull is paper thin, and the old 2 stroke engines need to be replaced. It would cost at approximately \$6,000 for a used pontoon.
- Mike Weidinger moved that we approve \$1,000 for the modification and include the cost of purchasing new equipment in next year's budget, Adele Page 2<sup>nd</sup>. All in favor, motion passed.

**Member at Large:** Mike Weidinger

- No report

## OLD BUSINESS

- **Web cam:** Richard Hess recommended using a basic webcam solely intended for people to check the current weather conditions, with a link to our website. We could use the same equipment for livestreaming our meetings.
- **Electronic Voting:** Adele Page emphasized that the switch to electronic voting would be entirely optional. Even if there is enough interest to implement the process, property

owners would retain the option to vote with a paper ballot. She recommended that we put together a short video on our website to explain the process and include the “opt in” form with the annual meeting mailing.

## **NEW BUSINESS**

- **Wildlife and animal control:** Deborah Beddingfield reported that coyotes are a concern, but we can't do much about it. Keep your pets safe and inside at night. Putting flags on the pilings along the sound front beach failed to deter bird droppings. There should not be dog poop anywhere! Let's support each other and encourage our neighbors to pick up after their dogs.
- **Employee manual:** Adele Page explained that in reviewing the Paid Time Off policy (PTO), she realized that the entire manual needed to be updated to comply with NC law. She tweaked a template to have the new manual meet our community needs. Donna Price shared that the staff was concerned because they hadn't been consulted. Adele reassured her that, in addition to amending the PTO policy so it doesn't become a financial burden on the HOA, we are simply trying to get in compliance with state and federal requirements. It was agreed that the manual will be shared with all current employees so they can submit their concerns in writing in time for consideration by the board prior to the January 13 meeting.
- **Complaint regarding removal of sand:** Lina Ward, the owner of 201 Eagle Drive, complained that the HOA had removed sand from her lot without her permission. Deborah Beddingfield apologized and said that, in hindsight, the sand removal was a mistake based on poor information. She reassured Lina Ward that the HOA is now implementing a new policy that any such actions must be verified and confirmed in writing in advance. She said the board will work to determine how much sand had been removed and make a fair reimbursement. Adele Page reiterated that the board regrets the sand removal. Shane Hite concluded that the action was based on poor information and lack of follow-up. In the future we will verify, confirm, and hold those at fault accountable so it will not happen again.

**Meeting adjourned at 9:17am.** Motion by Mike Weidinger to adjourn, Adele Page 2<sup>nd</sup>. All in favor, motion passed.

*Respectfully submitted,  
Jessica Loose, Secretary*

## Treasurers' Report November 2025

- 1) Income
  - a) 401 Assessments are at \$873,226 or 100.4% of the annual total.
  - b) Total Income - We are \$40,867 behind. Slip fees and CHYRC lease account for \$35,200
- 2) Expenses month 7 of FY plan is 58% of total FY.
  - a) 608 · Admin Expenses continue to run ahead of plan at 70%.
  - b) 615 · Insurance Expense at \$89,163 and 138% of budget.
  - c) 630 · Office Supplies are at 82%
  - d) 676 · Audit/CPA Fees \$7,140 and 107% of budget.
  - e) 770 · Johns Brothers Monitoring – \$3,870 and 150% Of budget.
  - f) 780 · Street Paving – \$113,617 and 107% of budget. Overspent to finish last year's projects.
  - g) 782 · Dredging - \$19,184 and 373% of budget. Very over budget, due to not being done the past couple of years.
- 3) Net Income – Cumulative net income is \$150,093, however if the \$206,604 is removed from expenses it would allow us to spend \$71,339 for each of the next 5 months, which is an improvement over last month.
- 4) Balance sheet
  - a) 100 – Operating Cash decreased \$48,370.31 due to monthly expenditures. We will be replenishing this from other operating accounts.
  - b) 114- CHYRC Reserve Account. decreased \$10,643.52 to pay for repair. This is being disputed by the CHYRC.
  - c) Total Assets decreased \$56,384.
- 5) Check Register attached
- 6) OSAIC Reserve investment accounts statement attached.
  - a) HOA Reserve Account Dividend Income for the month is \$2,647.07
  - b) HOA CHYRC Dedicated Reserve Account Interest Income accrued YTD is \$1,494.17

# Income Statement to NOV 25

		August 25	September 25	October 25	November 25	Monthly Budget	Monthly Variance	Cumulative Results YTD	Annual Budget 25	Percent of Annual	Comments
<b>Income</b>	401 · Association Assessments	26,460.59	10,374.87	4,214.17	3,028.62	43,480.71	-40,452.09	873,226.32	869,614.20	100.4%	Over performed by \$3,612.12
	424 · Interest on Past Due Asses	1,708.38	847.91	365.40	506.63	597.57	-90.94	7,386.59	7,170.86	103.0%	3,612.12
	425 · Late Fee Income	1,973.49	967.25	275.00	275.00	686.67	-411.67	10,085.82	8,240.00	122.4%	
	426 · Attorney Fee	2,592.48	2,653.01	1,400.00	2,556.00	729.58	1,826.42	13,080.99	8,755.00	149.4%	
	427 · Convenience Fee - Credit C	190.00	50.00	40.00	10.00	83.33	-73.33	1,030.00	1,000.00	103.0%	
	429 · Collection Fee	100.00	300.00	300.00	500.00	125.00	375.00	1,300.00	1,500.00	86.7%	
	430 · CHY&R Annual Billing	0.00	0.00	0.00	0.00	1,166.67	-1,166.67	0.00	14,000.00	0.0%	Lease not due until January 1, 2026
	435 · CHY&R Additional Billing	0.00	0.00	0.00	0.00	343.33	-343.33	0.00	4,120.00	0.0%	
	442 · Closing Fee	1,375.00	500.00	1,250.00	750.00	901.25	-151.25	6,625.00	10,815.00	61.3%	
	450 · Boat Slip	0.00	0.00	0.00	0.00	1,766.67	-1,766.67	0.00	21,200.00	0.0%	
	453 · Launch Fees	375.00	235.00	20.00	0.00	137.33	-137.33	1,640.00	1,648.00	99.5%	
	455 · Park Reservations	0.00	0.00	0.00	0.00	60.08	-60.08	175.00	721.00	24.3%	
	461 · Bar Code Fees	40.00	0.00	20.00	10.00	12.88	-2.88	160.00	154.50	103.6%	
	462 · Building Permit Fees	50.00	50.00	100.00	50.00	42.92	7.08	350.00	515.00	68.0%	
	465 · Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	
	471 · Fines	0.00	0.00	0.00	0.00	21.46	-21.46	0.00	257.50	0.0%	
	490 · Interest Income - Operating	0.00		0.00	0	2.15	-2.15	0.00	25.75	0.0%	
	495 · Interest Income - Reserves	0.00	3,041.12	2,649.40	2,647.07	1,030.00	1,617.07	8,337.59	12,360.00	67.5%	Interest running above plan.
	513 · Returned Check Charges	0.00	0.00	25.00	0.00	12.88	-12.88	105.00	154.50	68.0%	
	<b>Total Income</b>	<b>34,864.94</b>	<b>19,019.16</b>	<b>10,658.97</b>	<b>10,333.32</b>	<b>51,200.47</b>	<b>-40,867.15</b>	<b>923,502.31</b>	<b>962,251.31</b>	<b>96.0%</b>	
	<b>Gross Profit</b>	<b>34,864.94</b>	<b>19,019.16</b>	<b>10,658.97</b>	<b>10,333.32</b>	<b>51,200.47</b>		<b>923,502.31</b>	<b>962,251.31</b>	<b>96.0%</b>	Hasn't recognized CHYRC lease or Slip fee yet, due to cash basis accounting.
<b>Expense</b>	608 · Admin Expenses	288.79	1,395.95	1,433.20	251.05	978.50	727.45	8,228.31	11,742.00	70%	
	609 · Office Salaries	10,422.51	10,860.38	15,542.57	10,110.82	11,463.90	1,353.08	77,801.72	137,566.80	57%	
	615 · Insurance Expense	3,241.63	19,571.30	19,377.68	2,794.25	5,398.92	2,604.67	89,163.45	64,787.00	138%	Running well above plan, Insurance expenses have been higher and will continue to be so..
	620 · Telephone	100.00	100.00	100.00	0.00	103.00	103.00	600.00	1,236.00	49%	
	625 · Utilities	479.60	473.02	458.37	250.25	420.58	170.33	3,061.48	5,047.00	61%	
	627 · Bank Charges	0.00	0.00	0.00	0.00	21.46	21.46	0.00	257.50	0%	
	629 · Bad Debt	0.33	0.00	0.00	0.00	42.92	42.92	0.33	515.00	0%	
	630 · Office Supplies	181.06	779.00	554.65	153.21	257.50	104.29	2,532.52	3,090.00	82%	
	632 · Postage and Delivery	0.00	0.00	41.53	0.00	394.83	394.83	893.50	4,738.00	19%	
	634 · Printing	135.73	444.42	138.15	283.21	506.42	223.21	1,668.97	6,077.00	27%	
	637 · Dues and Subscriptions	0.00	2,895.06	0.00	0.00	229.17	229.17	3,219.06	2,750.00	117%	
	642 · Small Tools and Equipment	0.00	40.54	0.00	0.00	133.33	133.33	344.09	1,600.00	22%	
	650 · Covenants Enforcement	58.63	58.63	58.43	58.43	85.83	27.40	410.03	1,030.00	40%	
	672 · Legal & Professional Fees	0.00	8,538.39	5,029.00	8,743.56	2,250.00	-6,493.56	25,992.70	27,000.00	96%	
	676 · Audit/CPA Fees	0.00	0.00	7,140.00	0.00	557.92	557.92	7,140.00	6,695.00	107%	
	680 · Travel	339.92	0.00	0.00	0.00	78.97	78.97	339.92	947.60	36%	
	690 · Property Tax	0.00	36.66	0.00	19.79	21.46	1.67	131.39	257.50	51%	
	692 · Federal Income Tax	0.00	0.00	0.00	0.00	128.75	128.75	0.00	1,545.00	0%	
	694 · NC Income Tax	0.00	0.00	0.00	0.00	12.88	12.88	0.00	154.50	0%	
	696 · Payroll Tax Expense	2,346.39	2,401.39	3,490.92	2,301.00	2,908.33	607.33	17,607.58	34,900.00	50%	
	697 · Payroll Processing	185.00	174.00	273.00	179.00	214.58	35.58	1,350.00	2,575.00	52%	
	69810 · Bank Service Charges	0.00	12.00	0.00	0.00	8.58	8.58	36.00	103.00	35%	
	705 · Maintenance Salaries	7,626.14	7,843.76	13,174.81	8,287.32	8,980.06	692.74	60,255.47	107,760.66	56%	
	715 · Maintenance Phone	40.00	40.00	40.00	0.00	0.00	0.00	240.00	0.00	Na	
	716 · Maintenance Utilities	263.57	199.80	185.66	131.57	223.17	91.60	1,466.08	2,678.00	55%	
	720 · Common Property Maintena	443.08	-9.83	824.64	130.69	2,000.00	1,869.31	5,113.11	24,000.00	21%	
	724 · Street Signs	0.00	57.59	137.94	54.30	64.38	10.08	595.08	772.50	77%	
	730 · Maintenance Supplies	936.26	310.42	551.99	2,105.65	600.83	-1,504.82	5,292.92	7,210.00	73%	
	732.1 · Miscellaneous Expenses	57.03	0.00	176.90	0.00	343.33	343.33	308.65	4,120.00	7%	
	740 · Maintenance Yard Tipping Fee		350.00	0.00	0.00	0.00	0.00	350.00		Na	
	752 · Maint Equipment Rental	0.00	0.00	0.00	0.00	0.00	0.00	-321.13		Na	
	754 · Equipment Repair	2,352.77	0.00	0.00	0.00	145.92	145.92	2,352.77	1,751.00	134%	
	756 · Automobile Maintenance	176.28	525.37	0.00	236.56	103.00	-133.56	1,021.21	1,236.00	83%	
	758 · Gas	310.44	231.24	296.62	141.73	300.42	158.69	1,788.96	3,605.00	50%	
	760 · Security Wages	11,542.70	11,736.26	15,700.63	10,999.57	13,183.49	2,183.92	83,958.30	158,201.82	53%	
	761 · Contract Security	0.00	0.00	0.00	0.00	412.00	412.00	0.00	4,944.00	0%	
	763 · Security Supplies	93.96	83.09	165.71	75.70	171.67	95.97	1,525.77	2,060.00	74%	
	765 · Security Phone	40.00	40.00	40.00	0.00	42.92	42.92	240.00	515.00	47%	
	766 · Security Utilities	393.41	330.18	287.17	165.46	326.17	160.71	2,189.89	3,914.00	56%	
	767 · Security Passes	0.00	0.00	0.00	5,669.50	729.58	-4,939.92	8,192.26	8,755.00	94%	
	768 · Security Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	NA	
	770 · Johns Brothers Monitoring	618.53	1,061.36	0.00	775.89	214.58	-561.31	3,870.31	2,575.00	150%	Prices have increased.
	780 · Street Paving	0.00	0.00	0.00	1,509.50	9,095.66	7,586.16	113,617.43	109,147.93	104%	Over spent to finish last years projects.
	782 · Dredging	159.59	8,352.01	7,043.23	2,797.16	429.17	-2,367.99	19,184.49	5,150.00	373%	Very over budget, due to not being done the past couple of years.
	783 · Tree Service	0.00	0.00	600.00	0.00	1,716.67	1,716.67	8,812.50	20,600.00	43%	
	784 · Drainage Control	0.00	0.00	0.00	0.00	2,083.33	2,083.33	3,125.64	25,000.00	13%	
	785 · Discretionary	696.28	52.74	72.74	2,220.00	833.33	-1,386.67	3,103.13	10,000.00	31%	
	786 · Contingency	0.00	0.00	0.00	0.00	1,287.50	1,287.50	0.00	15,450.00	0%	
	787 · Depreciation Expense	0.00	0.00	0	0.00	0.00	0.00	0.00	0.00	NA	
	800 · Reserve Funding	0.00	0.00	0.00	0.00	9,515.96	9,515.96	0.00	114,191.50	0%	
	810 · Reserve Funding - CHY&RC	0.00	0.00	0.00	0.00	1,166.67	1,166.67	0.00	14,000.00	0%	
	895 · Reserve Disb	0.00	19,100.00	0.00	0.00	0.00	0.00	206,604.92	0.00	NA	This is a conduit account from the reserves on the balance sheet.
	<b>Total Expense</b>	<b>43,529.63</b>	<b>98,084.73</b>	<b>92,935.54</b>	<b>60,445.17</b>	<b>80,187.61</b>	<b>19,742.44</b>	<b>773,408.81</b>	<b>962,251.31</b>	<b>80.4%</b>	if we remove the Reserve disbursements it would be 58.9%
	<b>Net Income</b>	<b>-8,664.69</b>	<b>-79,065.57</b>	<b>-82,276.57</b>	<b>-50,111.85</b>	<b>-28,987.14</b>		<b>150,093.50</b>	<b>0.00</b>		We are currently on track to finish year with close to zero profit, and therefore zero taxes.

# Balance Sheet changes from May 25 to Nov 25

	May 25	June 25	July 25	August 25	Sept 25	October	November	Monthly change	Notes
<b>ASSETS</b>									
<b>Current Assets</b>									
<b>Checking/Savings</b>									
100 · Operating Cash - First National	300,896.63	249,423.45	238,735.54	221,300.06	155,779.76	122,155.97	73,785.66	-48,370.31	Will need to move money from other operating accounts to replenish checking.
102 · Southern Operating	333,857.52	184,079.96	184,079.96	184,369.45	184,486.93	184,600.69	184,694.78	94.09	
104 · Infinex - CHA Reserves	791,229.63	793,363.77	793,363.77	798,517.78	801,281.99	804,057.25	806,707.28	2,650.03	
114 · Infinex - CHYRC Reserve Ded	154,023.04	154,023.04	154,023.04	157,225.63	138,337.17	103,314.91	92,671.39	-10,643.52	CHYRC disputed deck repairs \$10,848.
115 · Petty Cash	168.55	168.55	168.55	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	75,954.93	77,390.24	77,275.42	-114.82	
<b>Total Checking/Savings</b>	<b>1,630,457.56</b>	<b>1,439,316.69</b>	<b>1,438,042.56</b>	<b>1,436,484.42</b>	<b>1,356,009.33</b>	<b>1,291,687.61</b>	<b>1,235,303.08</b>	<b>-56,384.53</b>	
<b>Accounts Receivable</b>									
140 · Accounts Receivable-Assessments	-996.18	-642.32	-645.73	-1,209.27	-1,027.20	-1,057.20	-2,529.62	-1,472.42	
<b>Total Accounts Receivable</b>	<b>-996.18</b>	<b>-642.32</b>	<b>-645.73</b>	<b>-1,209.27</b>	<b>-1,027.20</b>	<b>-1,057.20</b>	<b>-2,529.62</b>	<b>-1,472.42</b>	
<b>Other Current Assets</b>								0.00	
145 · Undeposited Funds	89,364.96	7,887.86	0.00	1,661.78	3,104.32	80.00	0.00	-80.00	
155 · Prepaid Income Taxes	162.00	162.00	162.00	1,200.00	1,200.00	1,200.00	4,200.00	3,000.00	
<b>Total Other Current Assets</b>	<b>89,526.96</b>	<b>8,049.86</b>	<b>162.00</b>	<b>2,861.78</b>	<b>4,304.32</b>	<b>1,280.00</b>	<b>4,200.00</b>	<b>2,920.00</b>	
<b>Total Current Assets</b>	<b>1,718,988.34</b>	<b>1,446,724.23</b>	<b>1,437,558.83</b>	<b>1,438,136.93</b>	<b>1,359,286.45</b>	<b>1,291,910.41</b>	<b>1,236,973.46</b>	<b>-54,936.95</b>	
<b>Fixed Assets</b>									
160 · Land	219,165.96	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	251,099.50	251,099.50	251,099.50	251,099.50	0.00	
165 · Swimming Pool	100,000.00	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	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	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	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	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	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	24,285.57	0.00	
179 · Accumulated Depreciation	-593,644.02	-593,644.02	-593,644.02	-594,697.93	-594,697.93	-594,697.93	-594,697.93	0.00	
<b>Total Fixed Assets</b>	<b>280,505.86</b>	<b>280,505.86</b>	<b>280,505.86</b>	<b>339,240.87</b>	<b>339,240.87</b>	<b>339,240.87</b>	<b>339,240.87</b>	<b>0.00</b>	
<b>TOTAL ASSETS</b>	<b>1,999,494.20</b>	<b>1,727,230.09</b>	<b>1,718,064.69</b>	<b>1,777,377.80</b>	<b>1,698,527.32</b>	<b>1,631,151.28</b>	<b>1,576,214.33</b>	<b>-54,936.95</b>	Total Assets reduced by \$54,936.96
<b>LIABILITIES &amp; EQUITY</b>									
<b>Equity</b>									
320 · Retained Earnings	253,731.32	253,731.32	253,731.32	313,504.33	313,504.33	313,504.33	313,504.33	0.00	
340 · Operating Fund	351,614.06	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	737,374.34	0.00	
Net Income	656,774.48	384,510.37	375,344.97	374,885.07	296,034.59	228,658.55	173,721.60	-54,936.95	
<b>Total Equity</b>	<b>1,999,494.20</b>	<b>1,727,230.09</b>	<b>1,718,064.69</b>	<b>1,777,377.80</b>	<b>1,698,527.32</b>	<b>1,631,151.28</b>	<b>1,576,214.33</b>	<b>-54,936.95</b>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,999,494.20</b>	<b>1,727,230.09</b>	<b>1,718,064.69</b>	<b>1,777,377.80</b>	<b>1,698,527.32</b>	<b>1,631,151.28</b>	<b>1,576,214.33</b>	<b>-54,936.95</b>	

# November Check Register

00 - Operating Cash - First National								114,240.97
Bill Pmt -Check	11/03/2025	3437	Wendi Kmet		200 - Accoun...		167.00	114,073.97
Bill Pmt -Check	11/04/2025	3438	AmGuard Insuranc...		200 - Accoun...		2,445.33	111,628.64
Bill Pmt -Check	11/04/2025	3439	Howard Stallings L...		200 - Accoun...		3,098.31	108,530.33
Deposit	11/05/2025			Deposit	-SPLIT-	672.00		109,202.33
Bill Pmt -Check	11/10/2025	3440	Carolina Time & Pa...		200 - Accoun...		5,669.50	103,532.83
Bill Pmt -Check	11/10/2025	3441	Eveready & Son		200 - Accoun...		1,509.50	102,023.33
Bill Pmt -Check	11/10/2025	3442	Johns Brothers Se...		200 - Accoun...		157.36	101,865.97
Bill Pmt -Check	11/10/2025	3443	Jordan Price Wall G...		200 - Accoun...		5,300.25	96,565.72
Bill Pmt -Check	11/10/2025	3444	Systel		200 - Accoun...		283.21	96,282.51
Bill Pmt -Check	11/10/2025	3445	Winslow Tractor S...		200 - Accoun...		907.50	95,375.01
Bill Pmt -Check	11/10/2025	3446	Culligan Water		200 - Accoun...		114.74	95,260.27
Bill Pmt -Check	11/10/2025	3447	Lowe's		200 - Accoun...		940.85	94,319.42
General Journal	11/12/2025	Coas...			609 - Office S...		16,184.44	78,134.98
Deposit	11/12/2025			Deposit	-SPLIT-	7,190.83		85,325.81
Transfer	11/12/2025			Funds Trans...	114 - Infine...	10,848.00		96,173.81
Bill Pmt -Check	11/17/2025	3448	Dominion NC Power		200 - Accoun...		429.44	95,744.37
Bill Pmt -Check	11/17/2025	3449	Systel		200 - Accoun...		19.79	95,724.58
Bill Pmt -Check	11/17/2025	3450	Steve Buick		200 - Accoun...		775.00	94,949.58
Bill Pmt -Check	11/17/2025	3451	Dare County Wate...		200 - Accoun...		117.84	94,831.74
Deposit	11/19/2025			Deposit	-SPLIT-	585.35		95,417.09
Bill Pmt -Check	11/19/2025	3452	Christmas gifts to employees		200 - Accoun...		280.00	95,137.09
Bill Pmt -Check	11/19/2025	3453		200 - Accoun...		345.00	94,792.09	
Bill Pmt -Check	11/19/2025	3454		200 - Accoun...		280.00	94,512.09	
Bill Pmt -Check	11/19/2025	3455		200 - Accoun...		175.00	94,337.09	
Bill Pmt -Check	11/19/2025	3456		200 - Accoun...		140.00	94,197.09	
Bill Pmt -Check	11/19/2025	3457		200 - Accoun...		140.00	94,057.09	
Bill Pmt -Check	11/19/2025	3458		200 - Accoun...		140.00	93,917.09	
Bill Pmt -Check	11/19/2025	3459		200 - Accoun...		135.00	93,782.09	
Bill Pmt -Check	11/19/2025	3460		200 - Accoun...		70.00	93,712.09	
Bill Pmt -Check	11/19/2025	3461		200 - Accoun...		110.00	93,602.09	
Bill Pmt -Check	11/19/2025	3462		200 - Accoun...		70.00	93,532.09	
Bill Pmt -Check	11/19/2025	3463		200 - Accoun...		140.00	93,392.09	
Bill Pmt -Check	11/19/2025	3464		200 - Accoun...		60.00	93,332.09	
Bill Pmt -Check	11/19/2025	3465		200 - Accoun...		65.00	93,267.09	
Bill Pmt -Check	11/19/2025	3466	200 - Accoun...		70.00	93,197.09		
Bill Pmt -Check	11/24/2025	3467	Howard Stallings L...		200 - Accoun...		345.00	92,852.09
Bill Pmt -Check	11/24/2025	3468	USAbLe Life		200 - Accoun...		181.92	92,670.17
Bill Pmt -Check	11/24/2025	3469	Westlake Hardware		200 - Accoun...		174.29	92,495.88
Bill Pmt -Check	11/24/2025	3470	Southern Bank		200 - Accoun...		3,099.69	89,396.19
General Journal	11/25/2025	Coas...			609 - Office S...		15,693.27	73,702.92
Bill Pmt -Check	11/25/2025	3471	Johns Brothers Se...		200 - Accoun...		618.53	73,084.39
Deposit	11/26/2025			Deposit	-SPLIT-	701.27		73,785.66
Total 100 - Operating Cash - First National						19,997.45	60,452.76	73,785.66

Responses to letter presented to Board by John Collins 11-18-25. Original questions in black responses in Blue.

1. Several years ago NC 55A and 47F made several changes that are in conflict with our current by-laws and covenants. I have repeated my request to address this issue several times to various boards to no avail. Our office still distributes a covenant booklet that is not accurate and several items in it are UN-enforceable, misleading and confusing to present and new residents and not in compliance with the State requirements
  1. Please advise which covenants you believe to be in conflict.
2. For the last several years the board has failed to address the storm water runoff problem in the Harbour. Every year \$25,000 is put in the budget and it is NEVER spent to address the problem but is used for other issues. A company in Manteo was hired to evaluate the 12 most pressing problem areas within the Harbour and recommend repair options. A committee was formed about three years ago to resurrect this project and two (2) areas were addressed and that was it. Maintenance should still have the items necessary to address these projects in the yard.
  2. Could you be more specific regarding the areas that you believe need attention. We are unaware of a report being generated. This board has viewed that account as a contingency account in the event of storm damage to community infrastructure.
3. What is the current disparity in assessment between those properties inside the gate and those outside the gate ?? Section 3 of the current Covenants. Is this assessment basis being followed??? Section 3.” Basis and Amount of Assessments. An annual assessment, using the FY 2002/2003 assessment of \$165.94 as a base, shall be increased each fiscal year (FY) for inflation, beginning with the FY 2005/2006 assessment (exception: begin FY 2007/2008 for modular section and lots outside gate). Any increase will be based on an average of the latest federal Consumer Price Index and the Dare County Outer Banks Chamber of Commerce Annual Cost of Living Average, but is limited to a maximum of 5 percent a year. The total assessment shall be rounded up to the next whole dollar. The Board may, after consideration of current costs and future needs of the Association, fix the actual assessment for any year at a lesser amount.”
  3. Not sure we understand this, is the question why is the rate lower for the modular section versus inside the gate, or why was the increase 5%.
4. What is the association plan to deal with flooding in the Mod section during major storms? Has this board even looked at that problem?? Did the board miss the opportunity to address when the new road was being put in by the county?? Is any long range planning be done at this time??
  4. We are unaware of any flooding in the modular section. There is no current definition of a problem and therefore no long-range plan to address it.
5. What is the new road repair and maintenance plan. There was a 15 year plan in place that has not been followed now for the last two years.
  5. The plan is to evaluate roads on an annual basis and repair the areas needing attention as funding allows. We are unaware of any previous board’s plan.

6. I understand that the board is looking into electronic voting for the annual elections. Please advise how this is going to be accomplished without a covenant change. The covenants are very explicit on this.  
  
6. We see no prohibition against electronic voting, if it is optional and not mandatory.
7. I understand that in March of 2025 a large sum of money was withdrawn from the Association Capital Reserve Acct. After reviewing the budget vs actual I did not see it deposited to the Assn operating account. Please advise on this issue  
  
7. Per my July to CHYRC board (which was made part of the board minutes when presented) \$60,000 was transferred from HOA reserves to the Operating Account for payment. The disbursements are shown in the budget statement line 895 Reserve Disbursements. If the money came into the operating account and then was paid out in the same month the net change to the account would be zero and would not be apparent on the balance sheet report.
8. On 12/1/2024 the Club issued a check to the Assn for deposit in the dedicated Capital Reserve Account for the year 2025 . While I see the balance in the Infinex Acct. appears to show that deposit was made it still appears as unpaid on the current (2025) budget vs actual. ??  
  
8. This is a characteristic of cash-basis accounting used by virtually all HOA's (to minimize accounting expenses). That payment was made in the May 2024-Apr 2025 fiscal year for the HOA and was recognized at the time of receipt. The current report is for the May 2025-Apr 2026 fiscal year and will be recognized when the January 1, 2026, payment is made.
9. It appears that items on the current Capital Reserve are not in compliance with what was authorized by the membership (Storm Repair \$75,000, Canal Cleanup \$25,000). A total was authorized by the membership of \$100,000 and should be now fully funded on both. That is not currently reflected properly on the latest study.  
  
9. We allocate funds on the basis of specific items in the reserve fund it is just a total amount allocated as needed.
10. These issues are pressing and current problems that need to be addressed. The issues raised with the Club contract should be secondary at this time since the current contract runs through 2028 when any changes may be properly budgeted for in the next contract. Both parties have a fiduciary to honor the current Club contract, by-laws and covenants currently in effect. Please review the preceding items 1, 3, 6 plus the following items 10,11, 12.  
  
10. Thanks for your observations.

11. I would at this time request that you advise the Club of your intentions to complete the work on the Clubhouse deck.

11. We are confused, at the CHYRC board meeting on 12/4/25 I thought the CHYRC objected to the work that has already been done. Please specify what additional work the Club would like to have completed.

12. Recently the board approved open houses for real estate. The following is the by-laws that govern. Please explain. I believe the following applies,

12. People attending open houses are not “guest” they enjoy similar status as a delivery or repair person, they are not entitled to use common property, like the park, basketball court or marina.

13. Section 6.” Guests. A guest is an individual present on common property at the invitation of a Member (NOT a real estate agent) who has the right to use the common property. If not actually a house guest, a Member must accompany the guest.”

13. See 12 above.

14. Action without meeting: Section 8 of the by-laws state that: “Unless the action would be prohibited by law, any action which may be taken at a meeting of the board may be taken without a meeting. All directors who would be entitled to vote upon said action must agree with the action and subsequently ratify it in WRITING filed with the secretary of the association.” Is this by-law being adhered to??

14. Yes.

15. I am concerned that the Association Capital Reserve funds currently on deposit in a mutual fund are not fully insured according to the prospective that I read and can result in a loss of principle. Please advise what percentage of return over a guaranteed insured return in a CD is being realized. Who on the board is responsible to monitor this investment performance?

15. We are currently receiving approximately 1% additional return versus a CD (approximately 3%) held in a local bank. The Treasurer monitors the performance.

16. At this time I would like to request on the record, that I would like to review any and all records pertaining to the Capital Reserve accounts of both the Club and the Association, a current budget vs actual report and a current financial statement for this fiscal year up to October 31,2025. (Including the most recent 990). I would also like the closing financial for the previous fiscal year and any comments by the accounting firm who prepared it. (47F 3-118) Please advise when it will be convenient for this review of documents.

16. We already provide a monthly Treasurers Report that includes the details of the balances in the reserve accounts. The report I provide is a cumulative report and posted on our website by the Secretary. The HOA is not a 501(c)3 organization and therefore is not required to file a form 990.