

**CHADWICK SHORES PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING ** MINUTES**

Meeting date: June 25, 2009

1. CALL TO ORDER

The meeting was held at the Sneads Ferry Community Building, and was called to order at 7:00 pm by Tony Gillespie, President.

Board members in attendance:

- Tony Gillespie - President
- Ellie Giles - 2nd Vice President
- Chris Wilkinson - Treasurer
- Janet Gargano - Secretary
- Casey Barnes - Director

Board members absent:

- John Frisch - 1st Vice President

2. MINUTES

Minutes from the May 21, 2009 meeting were reviewed. Tony reminded those present that the minutes were being digitally recorded.

Motion to accept the minutes as read, with Janet's modifications, was made by Ellie Giles; 2nd by Chris Wilkinson. All approved. Casey Barnes abstained noting that he was not present at the June 25th meeting.

3. PRESIDENT'S REPORT -

a. Tony announced the resignation of Directors Ryan Brummond and Challie Adkins from the Board. Ryan received his PCS orders to Fort Benning, and Challie has taken a position in Louisiana. Tony expressed the Board's appreciation for their service to the community.

b. Tony reported an email received from a property owner requesting that the CSPOA "right of way" in **front of his house be cut when our contractor does the regularly scheduled community mowing**. Tony responded that our mowing contractor, Cost Wise, only cuts the "right of way" on community property on **unimproved lots** and that the "right of way" on improved lots will not be cut by the contractor.

Tony told the homeowner that he is welcome to contact Cost Wise and set up a contract with them to cut his lawn.

Tony explained that after checking with Escoba Bay, North Shores and Onslow County, that if it is a improved property they do not maintain the road edge; the property owners maintains the road edge. Tony said this is mainly because if an owner has his property landscaped, i.e. mailboxes, lanterns, planters etc and our contractor comes in with his commercial mower and causes damage the property owner will hold the homeowners association responsible.

c. Mr. Brian Winslow, Bay Court, asked for a clarification of an improved lot. Mr. Winslow said he owns two lots adjoining each other, and he has a house on only one of the lots. He said Cost Wise doesn't always mow the easement on his unimproved lot.

Tony said if there is a house on a lot or a house on two lots combined to make a single lot, then that right of way **would not** be cut by our contractor.

Bill Gearon noted as an example that it would be similar in areas with sidewalks; even though it is city or town property it is up to the homeowner to maintain the sidewalk and keep it in good order even though he doesn't own it.

Mr. Winslow said this is not the case with his property in question, and Tony said the contractor will be notified to cut that area in the future.

COMMITTEE REPORTS

1. **Treasurer** – Monthly reports were emailed to the Board and reviewed by Chris Wilkinson.

> A question was asked by Casey Barnes regarding an item in the *Customer Balance listed as 'uncategorized income - \$3,682.85'*. Chris said he would contact Evelyn Harvey, our accountant, for an explanation.

> Ellie Giles asked about two checks shown in Grounds and Maintenance: \$936.00 and \$900.00. Chris clarified the amounts as being \$936.00 for the summer flowers in the beds at the front entrance, and the \$900.00 for laying of new pine straw at the front entrance and planter beds. He also noted the amount of \$242.00 for the planting of the azaleas and abelias at the front entrance.

> Tony reported he has the invoice in the amount of \$749.00 for the replacement of the two patio doors and the glass repairs at the front entrance. He noted that when the repairs were being made to the glass door it was discovered that another door had rotted out and there were some other window issues as well.

> Tony said he has received the invoice quote in the amount of \$1,030.00 to ‘mirror tint’ every pane of every piece of glass at the front entrance. Tony explained that this would prevent anyone from seeing into the gatehouses. He noted that this was approved in last year’s budget, but because we had to replace so much glass this year he wanted to wait until everything was completed. Tony asked the Board if we still wanted to go ahead with this work. Casey and Ellie agreed that this item has been approved last year, but Tony noted that the price had **increased** from the \$960.00 to \$1,030.00.

Casey Barnes made a motion to continue with the ‘mirror tinting’ of all the glass at the front entrance. Motion 2nd by Chris Wilkinson; All Approved.

> Tony announced that our accountant, Evelyn Harvey, is going to move, and she has submitted her resignation to be effective immediately. Evelyn has offered to train a replacement and continue to write checks and make monthly deposits until she moves or a replacement has been found.

Ellie suggested speaking with Hal Corzine about taking Evelyn’s place; she noted that Hal does the accounts for Escoba Bay and, at one time, he was the accountant for CSPOA. The Board was in favor of this suggestion.

Tony noted that in the past six years, he has had one property owner contact him with regard to going over the budgets, and one person had said to him that we should not have someone who lives in the community balancing our books. Tony said he does not see a problem with this because the IRS can have a standing audit on the books at anytime. Everything is pretty much straight forward; we pay the grass cutting, the utility bills, the insurance, etc.

Casey feels we should have someone in the community do the accounting ; it just goes back to the fact that we should keep business local, and it is much easier to have someone so readily accessible.

A motion to accept the Treasurer’s report with the pending question as noted was made by Janet Gargano, 2nd by Casey Barnes; All approved.

3. Roads –

a. *Roads Chairman:* Tony noted that with the leaving of Challie Adkins, we no longer have a roads chairman. He said the sinkhole on Shellbank Dr. has not yet been repaired so he will get in touch with the paving company which Challie had contacted and have the work done.

Casey suggested driving through the community to see exactly what needs to be done on the roads. He noted that there is money in the budget for repairs this year. Casey said he is not saying we need to spend all the money in the budget, but if we see something wrong we should probably fix it now.

Tony said that he thought Chris Diederich and Challie had done this already. Janet said that Challie had already noted how many blue reflectors were needed to mark the fire hydrants.

b. *Gatehouse doors and windows* - see subject in Treasurer's report.

3. Grounds and Maintenance-

a. *Well* – Tony advised we are just waiting for power from Jones-Onslow. Ellie volunteered to call for a status report.

b. Tony commented on how great the front entrance looks. Ellie noted that the azaleas and abelias which were damaged last year had been replaced and the new pine straw had been put down.

4. Welcoming - Melissa Brummond reported she and Ryan welcomed four new families in the neighborhood last month.

5. Covenants -

Tony said he received one submittal from Dennis Mieth for the new house on Bay Court. He said it is well within the guidelines and requires no variance.

6. Amenities -

Boat ramp - Nothing yet from CAMA

7. Security -

Tony reported that two houses on Chadwick Shores Drive were broken into this month. He noted that we now have a total of four break-ins and one home invasion.

An incident occurred of two men seen walking up a driveway on a private residence at 2:30 am; the property owner called the Sheriff's department.

Vandalism of trash cans throughout the neighborhood occurred on the Wednesday collection day (early morning). Trash cans were overturned, and trash strewn along various areas; some residents reported their trash cans were missing.

Special ballot – Tony advised that he will include a special ballot in his President's letter which will ask the community to give the Board the authorization to spend **up to but not more than \$4,000 to install security cameras at the front entrance.**

Bill Gearon suggested using the front bulletin board to inform the the community when these incidents occur. He felt it might make folks take notice and do sort of a neighborhood watch in the community.

Tony agreed, but noted that when we did post a similar notice awhile back advising everyone to secure their homes and vehicles, the Board received some emails and calls from people objecting to the notice stating “they didn’t want to know about this; I’m trying to sell my property, etc”.

Ellen Gearon said that “as Americans, quite frankly, we have an obligation and responsibility to our **military who are deployed** to keep a watch out for their homes and families.

The Board agreed that we will post such notices on the bulletin board -that we have a responsibility to do so. Tony will also put something on the CSPOA website notifying the community to take all necessary precautions.

8. Legal - no report

Old/ Pending Business

Flagpole - a suggestion was made at the May 21st meeting to place a flagpole somewhere at the front entrance. The Board agreed and a motion was made by Tony Gillespie to purchase a flag and flagpole from the vendor at Sneads Ferry Shrimp Festival, or immediately following thereafter, for **no more than \$300.00** which would include everything; flagpole, flag, the installation and light. Motion was 2nd by Casey Barnes; All approved.

New Business

Neighborhood Watch Program -

Ellie advised that she contacted the Onslow County Sheriff’s department regarding this program and they sent her all the necessary information. She proposed to the Board that she post a notice at the front entrance to the effect that a volunteer is needed to take on this proposal.

Ellie said she believes we need to get the community involved in this program and she will be glad to give all the information to whomever volunteers. She said it is, basically, a call to the Sheriff’s department and to set up a meeting for a presentation of the program.

Tony agreed that the Neighborhood Watch is a good idea, and added that he does not think it should be the Board’s responsibility to take this on, but a community responsibility.

Ellie also mentioned that she had informed five to ten of her neighbors of the recent events and one of them is planning to install a security system in his house. She also noted that she stopped to question three young boys she encountered late at night, as she was walking her dog, as to what they were doing out so late in this part of the neighborhood. She feels we should all try to check out unusual happenings and just watch out for our neighbors.

Lighting -

Tony mentioned that it might be advisable to put an item in the budget for next year to continually increase the lighting throughout the community. He noted there are still a lot of dark areas in the neighborhood which makes it easy to break into a home.

Casey said we may be able to start adding additional lights this year – perhaps start with ten lights, and that it would cost just for the electricity only, which is about \$9.95 a month for each pole.

Ellie volunteered to call Jones-Onslow and request that they come out and do a lighting study to increase the number of poles in a ‘phased approach’ to add ten lights per quarter for this year and then put the remaining lights in next year’s budget.

Request to Board –

Tony advised of a request from a resident property owner asking that the Association pay part of the cost for cutting down the embankment on his property and the community property ‘right of way’. His reason being that it too steep and it is getting very difficult for him to mow. The cost to cut and re-grade is \$1,000.00, and he asked that CSPOA pick up half the cost.

Tony said he and Chris Diederich walked the grounds, and that one-half of the bank is community property and the steep part is the homeowner’s property. Tony gave his opinion, as a Covenants agent, that the community cannot take on the financial burden for this “convenience” of cutting the grass.

Casey said he looked at the area and thinks about 85% is Association property, and he agreed that even though the Board would like to help, it would set a bad precedent. (He noted that it would be another thing if there were something actually wrong with the property in question such as drainage problems).

Nomination and Election committees –

Janet advised the Board that we are going to need volunteers for both these committees to put in place the names of qualified candidates for nomination and election to serve on the **2010 Board of Directors**.

Tony said he will include this in his President's letter, and he also asked if anyone present at the meeting would like to volunteer for any of one or both these committees - no one responded.

Good and Welfare -

Tony made mention of an email he received from a property owner which was extremely inappropriate and offensive to the Board and the entire community and he asked for the Board's opinion as to whether or not to include this in his President's letter, name of sender to be excluded. Tony said he tries to let this kind of 'stuff' roll over him and not make an issue of it, but in this instance it offends the Board as well as the community.

Ellen Gearon asked "just out of curiosity", why Tony feels the need to protect the anonymity of someone who sends an email/letter as opposed to putting the names of people who voice comments at the Board meetings in the minutes which are posted on the website for everyone to read? She cited as an example that if "Ellen Gearon said such and such at the meetings", that it would be included in the minutes.

Tony answered that if Ellen Gearon had made the same accusations as those in this email, we would have left her name out of the minutes. He noted that the names of the owners of the vehicles towed last month were deleted from those minutes. He also said that as President he doesn't ever want to stoop so low that, "I'm throwing mud out there at someone".

Ellen disagreed and noted that at the beginning of the meeting Tony announced that it was being recorded; therefore, she would have a right to leave the meeting or say she did not want her name mentioned. She said that if that person signed their name it would seem the same as a "letter to the editor".

Tony said he will receive ten really nice letters or emails and then he will get a really nasty one. He then went on to read the afore-mentioned email stating that putting in the name of the writer is not going to do any good. It was decided that the email will not be included in the President's letter.

Zoning ordinance - Bill Gearon asked Tony if anything has been done regarding the multiple families as per the Onslow County zoning ordinance. Tony said he will have a section on this issue in his President's letter.

There was discussion on some of the wording in the ordinance as it pertains to what constitutes a **single family and single family home**; Tony said he will call the Onslow County for clarification.

Ellen Gearon asked if there was any way in which an owner who was renting his house would have to disclose this to the Association. A discussion ensued with comments from Bill Gearon and the Board on how to solve this problem.

However, at this time it is not clear on how to accomplish this other than by contacting the property owner and/or rental agent who, as previously noted, may or may not be aware of the number of people living in the house. Tony stated that this is going to be an ongoing process to find a solution to this 'rental' problem.

Security Chairman - Tony noted that we really need a security chairman; that we have not had one in a number of years. He will ask for a volunteer in his President's letter.

Board vacancies - 2 Director positions

Ryan Brummond, in his letter of resignation, named his replacement to the Board as being Melissa Brummond. Tony asked Melissa if she would accept the nomination, and she said she would be glad to serve as long as she could find childcare for her daughter on the nights of the meetings. Suzie Gillespie volunteered to help.

Tony then asked if there was any further discussion from the Board as to Melissa serving the remainder of Ryan's term as Director. There was no discussion. Casey made the recommendation that Melissa Brummond, who has said she would be willing to serve, be accepted to fulfill the remainder of Ryan's term which expires on December 31, 2009. This was 2nd by Chris Wilkinson and was unanimously approved by the Board. We thank Melissa for volunteering as well as expressing our appreciation to her husband for his service to our country.

Challie Adkins - Casey Barnes nominated Chris Diederich to fill out the remainder of Challie's natural term of 18 months as Director. Tony advised that he has spoken to Chris about this, and Chris's schedule is such that he will not be able to attend the Thursday meetings.

Ellie asked if the Board meetings could be changed to a different day? After some discussion it was decided to try for a Tuesday, and Tony said he would check with Chris and the schedule at the community center.

ADJOURNMENT

Tony asked for a motion to adjourn the meeting; Janet Gargano made a motion to adjourn the meeting; 2nd by Casey Barnes

Meeting adjourned at 7:58 pm

Submitted by,

Janet Gargano, Secretary
July 18, 2009

