

Queens Grant BOD Meeting Minutes:

7-6-18

Board Members present: Kim Quinn, Billy Sutton, Ron Brown, Victor Santoro, Bonnie Moore, Kristine Perry, Austin Harris

Additional Attendees: Gary Ange, Scott Catapano and Bill McLean

Minutes from 6-15-18 Approved, motion Billy Sutton, 2nd by Victor

MOTION by Billy Sutton to accept Ken's Ken Severance Package as below:

- 1. Ken will be paid for 30 weeks at his average weekly salary.***
- 2. He will continue to receive \$135 a month for insurance until 12/31/18.***
- 3. He will keep the QGRA cell phone through 1/25/19.***
- 4. He will be paid \$200 per month, as a retainer, for 2019.***
- 5. He will be paid \$15.00 per hour if called to the QG community for services needed.***

MOTION 2nd by Victor Santoro, no objections, Motion Carries.

Recap of Empty lot between Building D and E

- The state has used this lot as an access for beach re-nourishment projects and placed a pipe under the property creating an easement. However, the Easement documentation is not valid as it was signed by Annita Effy and she is/was not an officer of the company. The town desires to have a valid agreement. Therefore the board recommends to have Gary Ange speak to the town to explore what a negotiation that is satisfactory to both parties could be constructed. Adjacent Canal maintenance is of the utmost importance as this canal was not addressed properly after the last dredging effort by the town. *ACTION: The board asked Gary Ange to speak with the town.*

Property Management

- Steve Harrell, New Property Manager in place. \$12.50/hour for 30 hours a week.

Trash

- Pink Trash is in place and seems to be working well. Also handling the trash can at the picnic area as well as the dog waste stations.

Pool (Carolina Swim)

- Pool Water not balanced (alkalinity and hardness), Victor raised concerns as these are not dynamic and should not change quickly. Victor noticed this as the pool log is in the shelter at the hot tub. Additionally, supervisor who showed up to service pool was not aware that the Hot Tub was closed. *ACTION: Need to address with Carolina Swim 1) Communication 2) Timeline for automated equipment 3) Address the water balance*

Community Access

- Entrance has not been monitored in 25 years. Current system is antiquated. Pool and Community entrance gates are two different systems. FOB system, Jake is obtaining updated quotes (FOB would cover travel gates, pool gate, clubhouse and marina.) Updated quotes should be in by end of July. *ACTION: Jake to provide update when updated quotes are received.*

There are 10 slips still approved but not developed at the end of Bumble Bee. CAMA Approved but not taking any action at this time.

At the End of Observation there is a need for a road stop/barricade. We will use the same concept as the pilings and rope. Proposed to be done in 3-4 months.

Ocean Cross-Overs: Need to review crosswalks. *ACTION: Ask Steve to review crosswalks and re-place boards and screws as needed.*

ACTION: Vacant Rec lot between D and E: Ask Jake for a master planner, as a part of that also asked Jake to find three bids on fixing the boat ramp, repairing the sea walls, design to build a beach cabana on lot D and E and in front of them for ocean front parking. Also asked to get bids on renovating the club house as is and bring up to standard. In a separate quote, take the clubhouse foot print and add a 2nd story on it making it a ballroom to hold 240 people and convert down stairs into exercise room. Quotes have been requested to be in by January.

Jake asked in his professional opinion how much a community like QG should have on hand for reserves. Jake's opinion was that QG should have a minimum 500K as a reserve for Rec. The board is looking to review a proposal from a professional reserve study.

There are no established committee's associated with the Rec Board and none needed at this time.

Flood Insurance on the WWTP, is currently at 500K on the building and only 52K on the contents. The contents is much more valuable than 50K. The PLC's in that building are worth 300K alone. Do we have the deductible to cover the WWTP?

MOTION to dismantle the camera system but leave the cameras up. Motion by Bonnie, 2nd Victor, no objections, motion carries.

Reserves and Cash balances need to be identified. Clarity on what is in the reserves is needed. *ACTION: Gary and Kristine to explore to what we have and how it is split.*

Currently there is not a clear job description for the onsite position. A job description is needed to provide direction, clarity and boundaries. *ACTION: Gary agreed to align the job responsibilities with the community needs in the next 6 months.*

Club house equipment and computer: Need to get internet connection in townhouse and another separate in WWTP before we take out the Bill Fox system. After internet is established, we need to sit down with Bill Fox and begin to start a discussion on how to transition the oversight of the WWTP plan to QG Rec via Alan Rhue. *ACTION: Jake to get internet connection at the townhouse and WWTP established.*

QG Truck: Truck is not safe. It does not have breaks and with Pink Trash service is not being used by on site personnel.

Motion: to sell the truck to Steve for \$250.00 pending Steve removing from the property, as is and no liability to the QG Rec association. Motion by Austin, 2nd by Billy Sutton, no objections, motion carries.

Need reconciliation of tools as Ken has many personal tools. ACTION: Gary, Ken and Scott to go through tools and tool shed.

Landscape: Need new contract negotiation at the beginning of the year (January). Current contract is a super basic contract. Suggest that we form a landscape committee to access what we need and provide guidance to oversight for all three associations. In the meantime, Gary rides the property with Andrew every two weeks. ACTION: Goal to have committee in place and identified point person by Oct.

Website: Minutes are being posted. Insurance documents are being added to the website.

Decision making for now and in the future: What do we want to move forward? Agreed to start each meeting with a financial report by the Treasurer, Action items, Meeting minutes, Old Business and New Business.

ACTION: Request Jake to attend the meeting and provide a short update summary. Kristine to align with Gary and Kim to discuss what we want Jake to present to the board. Signature authorities, binding authorities, any other authorities put in place by previous board (Annita and Chuck).

MOTION: Signage: The Rec Board is recommending to the Sound Side and HOA that all realtor signs must be attached to the building (Structure) with a maximum of 24 x 24 with the exception of the single family homes on Observation and Bumble Bee which should be within 4 feet of the perimeter of the house. This is keeping with what most private communicates have established. Exclusions are temporary signage such as open house, those which put up and removed in the same day. Motion by Victor, 2nd by Austin, Kristine opposed, majority in favor, motion carries.

By-Laws vote at 61% on Soundside and 49% on HOA side. Agreed to re-push the background data and state directive that requires the by-laws to be corrected. Gary to provide background specifics to Jake and Jake push back out to entire community to reference the importance of the vote.

Recommend to have Billy Sutton's daughter come talk to us about branding.

Next Meeting: August 17th, 3pm

Victor motion to close the meeting, Billy 2nd. All in favor.