

Queen's Grant Owners,

The board would like to say thank you to everyone who took the time and effort to join the Special Assessment meeting. Officially 91 votes were cast in person or via proxy equating to 83% participation of our community. The Special Assessment vote has been validated and published by Premier Management Company with 72 in favor and 19 opposed. The assessment payment due schedule is set as follows:

Installment 1 of 3: \$5,000.00 March 31, 2019

Installment 2 of 3: \$5,000.00 September 1, 2019

Installment 3 of 3: \$2,844.00 January 31, 2020

With the assessment now in motion please accept this as your first formal community update from the Recreation Board. We expect to publish updates to the community as well as share REC Board meeting minutes as we progress through the list of critical business. This communication is meant to accomplish three key objectives:

- 1) Establish Communication expectations going forward
- 2) Assessment Project Assignments and Management of Funds
- 3) Update on Recreation Board Members

To build and keep forward progress, the board has decided to meet every other week to collect data, report progress, mitigate any obstacles and compile community updates. The first of these meetings occurred on Jan 25<sup>th</sup>. During this meeting, the board addressed several key agenda items. The approved meeting minutes will be published on the Queen's Grant Community page and can be found at [www.queensgranttopsail.com](http://www.queensgranttopsail.com). Once on the page, go to the menu and select HOA and scroll down to the Recreation Section.

Going forward all meeting minutes will only be posted on the website. The board will use the website as our main communication platform moving forward supplemented by occasional email updates via Premier. The REC Board meetings are tentatively scheduled as follows: February 8<sup>th</sup>, February 22<sup>nd</sup>, March 8<sup>th</sup>, March 22 and so on as necessary. The REC Board reserves the right to modify this schedule or hold ad hoc meetings as needed and deemed necessary for the good of the community and project progress.

During the January 25<sup>th</sup> meeting, the board elected to make project assignments across the members of the board in an immediate effort to affirm current bids, collect additional estimates, conserve funds and expedite the critical items to secure contractors for the critical items as quickly as possible. This was more favorable than delaying the process by hiring an external company to manage or engage Premier. The REC Board members are committed to these projects and therefore agreed to take on additional tasks in an effort to move as quickly as possible and share the burden of the work load. With that said the Project Assignments are as follows (redacted from the 1-25-19 REC Board Meeting Minutes):

- 1) Pool/Hot Tub Repair: Ron Brown and Victor Santoro
- 2) Clubhouse: Sylvia Jurgenson/Kristine Perry/Bonnie Moore
- 3) Gates: Billy Sutton

- 4) Fences and Beach Access: Gary Ange on behalf of Kim Quinn.
- 5) Sea Wall / Bulkhead
  - a. Immediate need for stabilization: Gary Ange is researching on behalf of Kim Quinn.
  - b. Full Repair
- 6) Road/Storm Water Swale Repair: Gary Ange on behalf of Kim Quinn.
- 7) Playground: Kristine Perry
- 8) Boat Ramp: To be assigned
- 9) WWTP: Gary Ange on behalf of Kim Quinn with support from Allen Rhue, WWTP Operator

Management of the assessment funds is key and has been a clear request from our community with respect to transparency. With that said, the board has made several requirements very clear and non-negotiable. Those are as follows:

- 1) All Assessment funds will be placed in an independent bank account separate from any other Recreation Association Operational funds.
- 2) All outgoing funds for Special Assessment projects will require approval and release of funds by the Recreation Board Treasurer, Kristine Perry and/or Recreation Board President, Kim Quinn.
- 3) The Board is evaluating several options including firms other than Premiere to collaborate with for management of the assessment funds. While this option would have an initial set up fee and monthly fee, we believe this is the best path forward to ensure accountability and transparency.

The Board intends to post updates on our spending and budget tracking on the website as well.

During the REC board meeting on January 25, 2019, the board nominated Sylvia Jurgenson to replace Austin Harris' position on the REC board as a member at large for the remainder of Austin's term through 2020. Sylvia is a condo owner on the Ocean front who brings to the board a love of Topsail and a fresh perspective of the REC Board operation. Please join us in welcoming Sylvia to the REC board. We are looking forward to her contribution.

Sincerely,

Queens Grant Recreation Association Board, Inc.