

QG Recreation BOD Meeting 3/8/19

Quorum Established:

In-Person: Billy Sutton, Bonnie Moore, Ron Brown, Sylvia Jurgensen

On- Phone: Kristine Perry and Kim Quinn

Additional Attendees: Gary Ange, James Matthis (Tide First Management Company) and Jim Hepner

Meeting Minutes from 2-21-2019 were approved and have posted on the QG website.

1. James Matthis introduction. Accountant. Owns a CPA firm, Waters and Matthis in Wallace, NC. Short term arrangement for now. May – Dec. If mutually beneficial, could extend to a long term contract. Manages about 30 companies AR and AP. Tax returns is not included in the quote received from Tide First Management Company. Three staff members at Tide First Management Company.
 - Communication is KEY! Email and will provide personal cell for support. Will provide communication list to share with the community.
 - Will provide a Transition List. Member list and Current AR. Will reconcile against due status.
 - Monthly statements for first few months then move to Quarterly proposed.
 - How do we trigger a change of ownership if Accountant is not acting as a Property Manager?
 - Suggest a monthly meeting with the board to review the transition progress.
 - Offer a recap of the statement and allow them to dispute it. Would send a letter to each owner allowing them to schedule time to review and dispute with records, etc.
 - Reviewed Transition List of requested and required documents.
 - Payments can be made by website portal (debit, credit card, etc).
 - On line Banking will be available and suggest viewing access only.
 - Notification of Vendors of new Rec
 - Contract provided for full review by the Board.
 - Urgency is that the transition needs to begin ASAP.
 - Need detail of expenses so we can drill down, for example separate pool from hot tub.

MOTION: To accept and approve Tide First Management to provide accountant services for the QG Rec Association for the period of May 1, 2019 to December 31, 2019. Made by Sylvia Juergensen. 2nd by Ron Brown. All in favor. None opposed.

2. Reviewed easement for the beach nourishment. Board has requested to include language to ensure canal, dune and other areas affected by the dredge project are repaired and returned in good order. **ACTION: Gary Ange to approach town about adding language to protect QG with certainty. COMPLETED: Gary contacted the Town of Topsail and revisions to easement are in process with the Town of Topsail's counsel.**
3. **ACTION: Send loss assessment letter over to Zach Sinclair for feedback. Bonnie Moore/Gary Ange. COMPLETED: No suggested changes from Zach.**
4. QG Email is not functional and will be corrected next week.
5. Pool Update:
 - a. Ashe Creech is going to start next week, hydro demolition.
 - b. Hot Tub requires around \$10,000 to get ready for this year. No formal quotation provided.
 - i. **ACTION: Ron Brown to request a formal estimate and Kristine Perry to request**
 - ii. **ACTION: Ron Brown request a formal quote for the pool repairs.**
6. Emergency repair of the WWTP Generator. Assessment completed and repair is now \$3373.90.
 - a. Insurance claim needs to be amended to include this repair. ACTION: Gary to submit invoice to the Insurance company.

MOTION: To adjourn the meeting by Ron Brown, 2nd by Sylvia Juergensen. All in favor. None opposed.