

Queens Grant Recreation Association  
Board of Directors Meeting  
January 17, 2020

Gary Ange, Kristine Perry and Susan Griffin were present. Kim Quinn, Sallie Dickinson, Jim Hepner, Ron Brown, Victor Santoro and James Matthis called in.

The board reviewed the December 2019 financials and are taking steps to address the accounts that are 60 and 90 days past due for the Special Assessment and Regular Assessment dues. Ron Brown made a motion to lower the threshold of amount owed to turn over to attorney from \$1,000 to \$750. Victor Santoro seconded and the motion carried.

All residents are to be issued codes for access to the community by January 31, 2020. One code will be for homeowner and one code will be for renters/guests. Vendors that come on property on a regular schedule will also be given a code for access. Susan is to send draft of letter to board for approval before sending out.

Bulkhead Repairs were discussed at a special meeting held on Tuesday January 14, 2020. Minutes of this meeting are posted on the website. The board voted to proceed with TJ's Marine Construction.

Contract for Susan Griffin was discussed. The board decided that her duties for QGSS and QGHOA, which will start late January 2020, would include but not limited to contacting contractors and assisting with vendors. All agreed that these duties do not include opening units up for contractors or acting as a personal assistant for homeowners. The board agreed that Susan can help with access to units in emergency situations only.

The board discussed but did not vote on whether to have a PO Box in Topsail for QGRA. Currently all mail is being delivered to Kim's office on Sea Oaks Drive. The board would like for Susan to price out having a mailbox on site vs. the price of PO Box. Kim asked Susan to research pricing a package box at the club house to receive large packages to keep delivery services out of the community. There is concern that the package box would only hold one package at a time and would limit how many packages could be received in one day.

The board was fine with current meeting schedule for the year 2020. The pool will open on April 10, 2020 and will close on November 2, 2020. Hours will be dawn to dusk. Susan included pool dates in January newsletter that went out to all homeowners.

There is still a vacancy on the board. Kim Quinn asked all directors to reach out and see if anyone had any interest in service on the board. A motion was made by Kim Quinn to elect officers for the board. Ron Brown seconded it and the motion carried.

Officers:

President – Kim Quinn

Vice President – Victor Santoro

Kristine Perry – Treasurer/Secretary with Susan Griffin responsible for taking minutes for all meetings.

Susan spoke with William Rivenbark, building inspector for Town of Topsail Beach regarding ADA compliance of beach accesses. He stated that QG will be grandfathered in and will only be required to

have one ADA compliant access. The board asked Susan to follow up with William Rivenbark and get everything in writing as well as inquire about using the same contractor the town will use for their ADA and beach access ramps. .

Palmetto Southern submitted a proposal for maintenance of new gates every 6 months. Kim Quinn made a motion to approve the proposal. Ron Brown seconded and the motion carried.

The board has asked Susan Griffin to create an orientation package for new board members and homeowners. Susan committed to having a rough draft of documents to the board in two weeks.

Kim Quinn made the motion to adjourn the meeting, Kristine Perry seconded and the motion carried.