

***The Carolina Club Owners Association, Inc.***  
***Board of Directors Meeting***  
***August 17, 2011***

The Carolina Club Owner's Association, Inc. Board of Directors met on Wednesday, August 17, 2011 at the Carolina Club. Board members Blake Moyer, John Robinett, John Ols and Dan Manning were present. Board member Johnny Pinner was absent. Margie Lipinski was present representing the Architectural Compliance Committee and Ansley Miller was present representing Village Realty. Andy Deel and Mike Strader were also present representing Quible & Associates, P.C.

Mr. Moyer called the meeting to order.

**Quible & Associates, P.C.:** Mr. Deel gave the Board an update on the drainage project. Following the presentation and discussion, the Board asked Mr. Deel to provide them with a proposal for a drainage study on culverts that are in question on whether they meet NCDOT requirements.

**Approval of minutes from 7-20-11:** The Board reviewed the minutes from July 20, 2011. On a motion by Mr. Ols and a second by Mr. Manning, all were in favor of approving the minutes as submitted.

**Management Report:** Ms. Miller presented the Management Report.

- **ACC** – The ACC meeting was held on 8-10-11 and the minutes were emailed to the Board.
- **Financials** – July financials were included in the meeting packet.
- **Website** – The website was updated after the last Board meeting.
- **Community E-Mail** – The community email was sent following the last meeting. Homeowners, Carolyn Gilliam, Betty Medlock and Nancy Kay have offered to serve on the Social Committee.
- **Collections / Late Fees** – Late fees were assessed to all owners who have not yet paid the 2<sup>nd</sup> or 3<sup>rd</sup> quarter dues and reminder statements were mailed on 7/25/11 these owners as well. Management will begin the lien filing process for those that are more than 90 day past due.
- **Clubhouse Waiver** – The revised clubhouse waiver was included in the meeting packet. The Board noted that only owners who are current in their dues will be able to reserve the clubhouse. They asked Ms. Miller to make a few more changes and email the revised form to the Board for approval.
- **Violations** – Correspondence was sent to the 2 owners who had golf carts stored in their driveway giving 30 days to start storing the golf cart in the garage. A letter was sent to the owner and tenants of a home where a wave runner and trailer were being stored behind the house.
- **Annual Meeting Catering** – Keefers Grille was contacted about doing the catering for the lunch following the Annual Meeting and all of the details have been confirmed.

- **Insurance** – Vogedes Insurance was contacted for the renewal premium on the insurance policies. Management had not received the renewal premiums, but will email the Board the information when it is available.

There was a request from an owner to use the clubhouse every Wednesday from 1-3pm beginning September 21<sup>st</sup>. The Board approved this.

There was a brief update on the foreclosure initiated by the association. Mr. Moyer asked Ms. Miller to ask Jim Gilreath what the next step will be and what the association will be responsible for.

**Financial Report:** A current Balance Sheet, Income Statement, General Ledger Detail Report and Accounts Receivable Report were presented

**Committee Reports:**

ACC – Ms. Lipinski presented the “Guidelines for the Design of New Homes” prepared by Mike Florez. On a motion by Mr. Moyer and a second by Mr. Ols, all were in favor of accepting the guidelines. The Board asked that this be mailed out to all owners after the Annual Meeting. Ms. Lipinski also stated that the committee had voted to add shed requirements to the construction application. A shed would be defined as a detached structure that is 144 square feet or smaller with no one dimension being more than 12 feet. On a motion by Mr. Ols and a second by Mr. Manning, all were in favor of including this on the construction application. Ms. Lipinski also noted that the committee had approved the installation of a fence and that there was a home that has very overgrown shrubs. The home is in foreclosure and the association has been maintaining the grass. The Board asked Ms. Miller to get an estimate from McMillen to trim the shrubs.

Election Committee – Mr. Ols presented the information on one candidate that had agreed to run for the Board. There was discussion on other possible candidates. Mr. Ols will contact the owner mentioned.

**Unfinished Business:**

Insurance Policy Renewal – Mr. Moyer presented information that he had obtained from other insurance companies. He asked Ms. Miller to send the information from Vogedes to the Board as soon as she got it and the Board would vote via email on the insurance.

2011 Annual Meeting Notice – Ms. Miller presented a draft of the notice. There were a couple of changes that Ms. Miller will make.

**New Business:**

2012 Budget – Ms. Miller presented a draft of the 2012 budget.

2012 Canal Clearing Proposal – Ms. Miller presented the 2012 canal clearing proposals. On a motion by Mr. Robinett and a second by Mr. Ols all were in approving the 2012 budget and canal proposal.

Mr. Manning presented an aerial photo of the common area owned by the association that he had gotten from the Currituck County Tax Assessor's office. He noted that there is a big tract of land behind the tennis courts that could be used for a community garden if there is any interest. The Board thought that this would be a good item to discuss at the annual meeting.

With there being no further business and on a motion by Mr. Robinett and a second by Mr. Manning, the meeting was adjourned.

Respectfully Submitted,

Ansley Miller  
Assistant Property Manager

Next Meeting  
October 19, 2011