

CHADWICK SHORES HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS
September 26, 2023

Call to Order @ 18:03

Roll Call

Trisha Smith, President
Marianne Carter, Vice President
Allison Duvall, Secretary
Matt McCrary, Director-at-Large
Milton Uzzell, Treasurer
Rachel Carter, Communications Director

Residents Forum

- A resident requested to join the meeting but did not show up.

President's Report

- **Gate Malfunction**
 - Secured Access recommended that the board reset the hold open times of the gate to see if that will fix issue with the outgoing gate.
 - **Next Steps:** Secretary will reset hold open times to see if this fixes the problem. If not Secured Access will need to set up an appointment to work on the gates.
- **Street Signs**
 - Board voted via email on 8/30 to replace all street & stop signs for \$13,761.97
 - 5 yays
 - Updates from Signs by Tomorrow: Deposit was placed and signs have been ordered; Installation will occur 3 - 4 weeks post receipt of the signs
 - Proofs received by board
 - 4 yays - 1 non-vote
 - Board discussed how to record these expenses on budget; decided to add a 'Buildings & grounds - Signs' line item in budget
- **Stop Sign Replacements**
 - Stop signs are dropping like flies because of rot & the hurricane. 2 fell the week of 9/1 (Everett & CSD, Shell Ct). 1 had already fallen down at Dale & CSD.
 - Board voted via text to buy 4 signs and use the posts that they already have to replace the 3 that fell since it is going to be a month before the sign company can install new signs. Sign company will then replace the posts with matching posts when all street & stop signs are replaced.
 - 3 Yays, 1 nay, 1 non-vote
 - Signs were replaced on 9/9/23
- **Annual meeting packet**

- Reviewed initial draft of annual meeting packet
- Discussed what documentation will be included
- **Nominations for Board Elections**
 - 3 positions up for election; 2 board members are not rerunning, 1 is a maybe
 - Decided to email nomination forms with additional information about board member expectations (covered in Secretary's minutes)
- **Review of CCRs**
 - Reviewed a 'Laymans' version of the CCRs; Will likely add this version of CCRs to the committee request (committee discussed below in Vice President's Report)

Vice-President's Report

- **Updating Community Covenants**
 - Discussed potentially identifying a committee of 3-5 residents to propose updates to community CCRs; committee would work to propose new/updated covenants, set up a special meeting for residents (if needed) and obtain the necessary votes from community members
- **Onslow County Accessory Structure Guidelines**
 - Does the board want Premier to complete the open records request form?
 - No; this is not a board issue so residents need to fill out the form if they see structures that seem to be outside of county guidelines
- **Designated Park Fund Bank Account Name**
 - 'Park Fund'
 - **Next Steps:** Director at Large will email Premier to let them know
- **Initial Yearly Budget Introduction**
 - Reviewed tentative 2024 budget
 - **Next Steps:** Receive ECC 2024 estimate and then vote for budget via email
- **Management Companies**
 - Board to do due diligence research on management companies
 - Tabled indefinitely

Secretary's Report

- **Broken Grill**
 - Removed the broken grill post at dock; lots of concrete in hole so took approximately 2.5 hours and the assistance of a resident
 - Recommendation: If the other grill breaks the board should pay ECC to remove the post. Work involved is too much for a volunteer or resident to do.
- **Digital Sign**
 - Half of the sign quit working after the hurricane on 8/30.
 - Board unplugged the sign and contacted Will at September Signs to schedule time to fix the sign.
 - Upon receiving the appointment time the board reactivated the sign and it

was working again so the appointment was canceled.

- **Bocce Ball Court**
 - The Special Olympics are donating \$200 for the use of the field. This payment will be placed into the dock and park fund to supplement maintenance in those areas.
- **Board Member Duties Explanation**
 - Board will be adding in a high level overview of board member duties to the nomination form so future board members have a reference of expectations.

Treasurer's Report

- **Financial Report Review**
 - Currently have \$300K invested at 4%; collected 103% of dues for this year; have \$8K of dues prepayment for next year

Director-at-Large's Report

- **Dock Repairs**
 - Fixed a couple boards at dock and has a few more to replace
 - **Next Steps:** Discuss all dock repairs during February Meeting
- **Fill Dirt for ROWs**
 - Worked with ECC to identify quote for fill dirt at Park & empty lot on CSD; board voted to approve work
 - 5 days
- **5 Year Strategic Plan**
 - Community should be able to have \$550K in reserves by the end of 2028; goal of the board will be to work to maintain community while targeting this goal
 - **Next Steps:** Board is going to discuss the 'Focus of the Year' to the January agenda to ensure we are able to focus on the major projects needed within the community

Communications Director

- **Where do your dues go?**
 - Postage and mailing of statements: \$2,400
 - The board is requesting that residents sign up for e-statements at www.premiermanagementnc.com. Under North Carolina law we cannot require homeowners to register for electronic statements so every homeowner needs to opt in. On average every statement that is mailed costs our community \$3 and every reminder after the initial statement is another \$3. If every owner signed up for e-statements we could save at least \$1,500 per year.

Resident Questions/ Requests

1. A resident recommended filling mailbox ruts with gravel
2. A resident reached out thanking the board for their work on the street sign replacements
3. A resident reached out about speeding and whether the board can install speed humps near the Everett Stop sign.
 - a. Board followed up with research completed in 2021 about curbing speeding.
4. A resident reached out to let the board know that the stop sign at Shell Ct & CSD had gotten blown over.
5. A resident reached out about a black BMW speeding near the bus stop at CSD & Shellbank.
 - a. Board advised the resident to reach out to Onslow County with a description. OC can use Flock safety cameras to determine the license plate of the offender.
6. A resident reached out to understand why the HOA was discussing fill dirt for an empty lot.
 - a. The board decided to add fill dirt to this lot because of severe erosion and the concern that the edge of the road could be damaged in the future. Similar to drainage projects in the past, the board works to ensure that in areas where there are severe concerns within the ROW they are addressed appropriately.
7. A resident reached out about the sale of a lot on CSD
 - a. The board requested that Premier Management work with the resident to inform them that an ARC request had not been received from the new owner yet but will be reviewed in the same manner as all ARC requests.

Adjourn @ 20:00