

Minutes of Board of Directors Meeting of Old Nags Head Cove Association

July 21, 2024

Call to Order: by President Dave Masters, Jr., at 4:11 P.M.

Attendance: Dave Masters, Jr., Dave Thompson, Dave Carroll, Shannon Zinovis, Joanne Torrance; Vicki Leister; Remote: Amanda Williams; Missing: Jeremy Russell

Welcome to the New Members of the Board; Shannon Zinovis, Joanne Torrance and Vicki Leister and Distribution of the New Draft Copy of the Old Nags Head Cove Board Members Handbook to all members in attendance and Dave M. gave an overview of old and updated content. The new members planned to get together to review and discuss the Handbook in detail.

Minutes of previous Board of Directors Meeting: Not applicable

Election of Officers: Per the requirements of the ONHCHOA Covenants and Bylaws, a motion was made for the election of new Executive Officers.

President: Dave Thompson made a motion to nominate Dave Masters to another term. Shannon Zinovis seconded the motion. There were no additional nominations. Dave Masters was elected by unanimous acclamation.

Vice President: Dave Carroll made a motion to nominate Dave Thompson to another term. Amanda Williams seconded the motion. There were no additional nominations. Dave Thompson was elected by unanimous acclamation.

Treasurer: Dave Thompson made a motion to nominate Vicki Leister to serve as Treasurer. Joanne Torrance seconded the motion. There were no additional nominations. Vicki Leister was elected by unanimous acclamation.

Secretary: Dave Thompson made a motion to nominate Dave Carroll to a term as Secretary. Joanne Torrance seconded the motion. There were no additional nominations. Dave Carroll was elected by unanimous acclamation.

Discussion of Committees: Dave Masters briefly reviewed the status of the three standing committees, their current Chair, and their basic Responsibilities.

Executive Committee: Chaired by the President of the Board, Dave Masters and comprised of the Executive Committee of elected Officers.

Architectural Committee: Co-chaired by former HPOA President Seth Johnson and current President Dave Masters to review permitted construction work in the community.

Planning Committee: Chaired by Jeremy Russell. The new board members were apprised of the various projects underway or in discussion including the pruning of

bushes around the Clubhouse, other landscaping projects and the proposal to purchase and install playground equipment and a pickleball court as well as the best course of action for remodeling the Clubhouse bathroom particularly as there has been interest in expanding the pool facilities which might require a substantial change to the bathroom facilities.

Board Member Openings: Currently the Board is short by one member. Resident James Burroughs has expressed an interest but has yet to make a firm commitment.

The Hiring of a Manager: with the departure of Brenda Lowe as the HOA Manager, a large percentage of the work was assumed by Dave Masters, Paula Masters, former Board Member Kim Ansell, and Bookkeeper Missy Rotchford in the interim. There was discussion as to the particulars of the job description which was distributed to the Board and whether or the Board wishes to outsource responsibility of the pool to a third party. Salary, including an annual bonus, and weekly work hours were discussed but not finalized however, it was proposed that, should duties be divided, a Pool Supervisor could be obtained for about \$450 per week with a five day/sixteen week contract with a \$40 per day fee provided to the weekend pool monitor. What was stressed was the need to hire an organized candidate. Also brought up was the consideration to compensate Dave Masters for his role as Interim Manager at the current rate of hourly pay. Four candidates have submitted resumes for the Manager position: Lacy Perry, Kim Ansell, Seth Torrance, and Penelope Carroll. It was agreed that the priority was to make do through summer and to begin a concerted hiring effort beginning in October.

Projects: It was suggested that a landscaping budget be developed specifically to address the landscaping at the clubhouse, particularly the removal of the Russian Olives and the Old Cove entrance into the neighborhood. Likewise, further discussion of consideration of sports related utilization of the clubhouse.

Property sales: there was a discussion concerning the selling of excess common land, particularly the properties adjacent to the Old Cove Entrance. Likewise, Dave Masters and Dave Thompson have met with the Town of Nags Head who has expressed an interest in purchasing six lots owned by the United Methodist Church, for long-term use as an EMS Center within the next 20 years. Imminent domain questions are in the mix.

Jeremy's Email: a brief discussion arose from Jeremy Russell's email concerning the clarification of rules concerning trash cans, particularly for rental property.

Pool Rules: There was general agreement that the rules regarding pool usage, particularly for short term rentals, needed to be clarified and added to the Board Handbook.

Fire Damage Repair/Neighborhood Remodel Projects: The status of a house on Tarpon Road damaged by fire was discussed as well as a general concern that some building projects have had dumpsters on sight for lengthy periods of time which have not been emptied creating a nuisance and inviting pestilence.

Quit Claim Deed: It was reiterated that a priority task of the “To Do” list for the HOA Board would be acquiring a Quit Claim Deed for the properties adjacent to the end of the canals as the HOA is responsible for maintaining the bulkheads despite no clear title to ownership by the community.

Next Meeting: October 16, 2024, at 5 p.m.

Adjourned: 5:47 p.m.