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

**December 4, 2024**

**Call to Order**: by President Dave Masters, Jr., at 9:06 a.m.

**Attendance**: Dave Masters, Jr., Dave Thompson, Dave Carroll, Shannon Zinovis, Joanne Torrence; Vicki Leister; Remote: Amanda Williams; Jeremy Russell, Tina Menefee

**Discussion of Town purchase of church property**: Dave Thompson led a discussion on the Town of Nags Head to purchase six ONHC properties owned by the United Methodist Church. The intention is to build a fire station/EMS Center on most of the land with the remainder made available for various non-profit entities. The HOA has never attempted to collect any dues for the lots nor have the properties been included in the HOA Handbook. The new covenant waiver would technically remove it from the community. Joanne Torrence queried whether the town could sell excess property to commercial interest but that would require rezoning. Vicki Leister made a motion to release the church from the covenants and to issue a new set of covenants. Seconded by Shannon Zinovis. Motion Approved.

**Approval of October 16, 2024 Board Meeting Minutes.** Motion: Dave Thompson; Second; Joanne Torrence. Motion Approved.

**The Hiring of a Manager:** The Executive Committee met on December 3, 2024, to discuss the candidates and the interview process. It was determined that the wage will be $40,000 with bonuses available for being the “face of the community.” Two weeks of PTO and family use of the amenities will be provided. We will also provide reimbursement for professional development education as well as $5,000 per year for an insurance package. As an Executive Committee Member Dave Carroll will take part in the interview process but will recuse himself from the voting should his wife Penelope be among the final two candidates selected. **NOTE:** Following the Board Meeting, in an effort to quell any concerns of a conflict of interest, Dave Carroll selected to remove himself from the interview process.

**Treasurer’s Report**: Vicki Leister reported that we have moved our banking from PNC to Southern Bank including checking and money market accounts. The matter of Laurie Williamson was discussed regarding dues in arrears as a result of a divorce. The Board discussed options focused on catching up current dues and establishing a payment and/or forgiveness plan. According to the Aging List, we are about $50,000 in arrears. Vicki was opposed to waiving dues in arrears and suggested establishing a monthly payment plan of $575 until the past due amount is paid. A question regarding the status of liens if property is transferred. Discussion of further properties continued, and Shannon requested that assessment lists include lots and addresses. Overall our finances are in good shape with a net revenue balance of $55,345. We paid out $270 to have the Russian olives taken to the transfer station at $70 per tipping.

**Committee Reports:**

The Executive Committee met to discuss the hiring of a Manager. See above for details.

The Architectural Committee has no new information to report.

The Planning Committee had a successful Halloween Trunk or Treat Event with 20 vehicle trunks at the Clubhouse followed by Trick or Treating at 35 participating homes. The hayride was so successful that we could have used another hay rig. A Holiday Social is planned for December 8 from 3-5 p.m.

**New Business:**

The town will not pick up the Brush. See above.

The board agrees that the 2025 Fees should increase. Current Assessment is $210.00. Vicki Leister made a motion to increase the fee to $230. Seconded by Tina Menefee. The motion was approved.

The Board discussed amenity fee increases for the 2025/26 fiscal year. After discussion concerning the difference between owners versus lessees and guests. And with the increase of short term vacation rentals, the impact has been felt specifically on the pool. The current pool fee is $55 for a household with an Extended Family Rate of $235.00. Dave Thompson made a motion to decrease the extended Family Rate to $200 and to require short term vacation rentals to pay a new fee of $250 for their “guests” to have access to the pool amenity. And that all other amenity fees remain the same. The motion was seconded by Joanne Torrence and approved.

A current Boat Slip renter requested the opportunity to share the slip. The board disagreed.

The monthly pay for the bookkeeper is currently $400. Dave Carroll made a motion to raise the fee from $400 to $500. Shannon Zinovis Seconded the motion, and it was Approved by the Board.

Dave Masters shared that he had been making an effort to fix the lighting at the Main Entrance without success and reported that he would be contracting an electrician to carry out the repair.

Dave Masters also made a request for more board members to volunteer to serve as Administrators for Facebook and the Website.

**Old Business:**

New Board members are in the process of reviewing the Draft Handbook.

Reconstruction of the 200 Tarpon Court fire damage is nearly complete and will be removed from the agenda.

The Church property is under consideration by the Town. See above for details.

The pool replastering is underway and should be complete in January 2025.

The Pickleball net has been purchased but the parking lot still requires restriping.

Joanne Torrrance reported that the canal reflective signs are in place and the piling lights are repaired.

**Project List**: Shannon Zinovis is looking at options for updating the kitchen.

**Next meeting:** (Special Meeting) January 11, 2025, 9:00 a.m.

**Adjournment:** 11:32 a.m.