

***Sandpiper Cay Condominium Owners Association
Board of Directors Meeting
April 18, 2011***

The Sandpiper Cay Condominium Association Board of Directors met on Monday, April 18th 2011 at the office of Village Realty. Steve Kinnier, Linda Craig, Pat Ambrose and Tom Watkins were present. Ansley Miller was present representing Village Realty. Owners representing seven units were present as well.

Mr. Kinnier called the meeting to order. He stated that immediately following the Annual Meeting on March 12th 2011 the Board met in Executive Session to designate officer positions. He noted that the officer positions would remain the same as in 2010 with Mr. Kinnier as President, Ms. Craig as Vice President, Ms. Ambrose as Secretary, and Ms. Puma as Treasurer.

Mr. Kinnier opened the floor to comments from owners. Concerns were raised concerning the behavior of the renters of a particular unit. The concerns were that the tenants were playing loud music throughout the day and night, people were coming and going at all hours of the night, loud disruptive language was being used, and cigarette butts and trash were being left on the common grounds. Ms. Miller stated that she was aware of the loud music and had discussed this with the owner of the unit. She was not aware that the music was still an issue or of the other issues discussed. It was noted that the music had gotten better since the discussion with the owner of the unit. Ms. Miller offered to discuss the concerns with the owner again. The Board also asked Ms. Miller to see if a she has a copy of the lease agreement and asked her to contact the police department so that they may monitor this situation.

An owner asked about the Community Watch program. Ms. Miller stated that she had contacted the police department about another meeting, but had not heard back from them. She offered to follow-up with them again.

The Board reviewed the minutes of the February 21st 2011 meeting and the March 12th 2011 Annual Meeting. On a motion by Ms. Ambrose and a second by Ms. Craig both sets of minutes were approved as presented. There was a question on when the minutes are posted on the website. Ms. Miller replied that they are posted after they are approved by the Board.

Mr. Kinnier presented the financial report. A current Balance Sheet, Income Statement, General Ledger Detail Report and Accounts Receivable Report were presented. Ms. Craig asked if any new liens had been filed. Ms. Miller replied that she had filed two since the last meeting.

Ms. Craig asked Ms. Miller to talk to Beach Mowing about what they suggest for the areas where the drainfields were replaced.

Ms. Miller presented the Management Report.

- **Annual percentage yield:**
 - Checking Account: February - .24%, March - .25%
 - Money Market Account: February - .65%, March - .65%
 - Reserve Money Market Account: February - .65%, March - .65%
- **Website:** The website was updated following the last meeting.
- **Roofs:** The updated roofing spreadsheet is included in the meeting packet.
- **Septic Tanks:** The update septic tank spreadsheet is included in the meeting packet. All tanks have now been pumped within the last three years.

- **Pool:** It was discovered that the gunite (concrete application on the pool) needs to be replaced. After reviewing 3 proposals from pool vendors, the Board voted via email to accept the proposal from Paradise Pools at a cost of \$21,500. In addition to sandblasting the pool and replacing the gunite, this vendor will also be sealing around all lights and fittings, replacing the tile on the stairs with nonskid tile, and will replace the grout between the coping stones and tile. At this time it does not appear that this work will delay the opening of the pool on May 21st. Ms. Craig asked that the vendor check for cracking in the skimmers. Mr. Kinnier noted that this expense will come out of the extra money that was budgeted for exterior maintenance. Mr. Watkins stated that the Reserve Study had indicated that the pool gunite was nearing its life expectancy and would most likely need to be replaced.
- **Unit 2108:** This unit was sold via a short sale. In order to make the deal work with the bank, the Board accepted a payoff of \$6,750. The remaining \$4,327.12 owed on this account was written off of the Accounts Receivable in March.
- **Community Recycling** – Village Realty had a meeting with Carl Walker regarding the recycling area. The recommended location is to extend the dumpster enclosure next to the 1600 building. The Town of Kitty Hawk has approved this location. There will be 3 containers for plastic, 2 for glass and 1 for aluminum/steel. Pick up days will be Tuesday and Friday in season and on Friday off season.
- **Owner Request** – There was a request from an owner to have the gutter relocated. The current location has the downspout of the gutter right next to the door creating water accumulation in front of the door. The only option is to have the gutter relocated so that downspout goes outside the patio area next to the sidewalk causing the water to drain on sidewalk. Wayne says that there are three other units who have done this. In the past this was done at the expense of the owner. After discussion, the Board approved the owner relocating the gutter, but it would be at the owner's expense.
- **200 Building** – At the Annual Meeting an owner stated that there was debris blowing off the roof and wondered if it was a concern. The debris is gravel and is a component of the method of flat roof construction used in the past. This occurs on other roofs as well and is not a concern.

A list of maintenance items completed since the last Board meeting was presented.

The 2011 pool season was discussed. There was a suggestion from an owner at the Annual Meeting to keep the pool open until 8:30 or 9:00 pm in July and August. Ms. Craig stated that Dare County requires commercial pools to be closed by dusk if there are no lights. After further discussion the Board decided to leave the closing time at 8:00 pm due to the County requirement. Ms. Miller presented a list of pool furniture that was needed at the pool. She had requested an estimate from Carolina Casuals, but had not received it. Mr. Kinnier asked her to send it to the Board when she received it. There was a suggestion to rotate the cushions that are on the chairs in the clubhouse to the chairs at the pool.

The Board discussed purchasing new playground equipment. Ms. Miller presented the Board with options and prices. After discussion and on a motion by Ms. Craig and a second by Mr. Watkins, all were in favor of purchasing the version 2900 from Stateline Builders at a cost of \$970 plus \$100 for installation.

Mr. Kinnier discussed creating a request for proposal (RFP) for the next roof replacement. He stated that he would like the Board to create a list of the items that are important in choosing the roofing company to replace the next roof. This list will be presented to both of the companies that were used in the past as

Sandpiper Cay Board Meeting

April 18, 2011

Page 3 of 3

well as any other companies that would like to bid. This way the company chosen will be aware of the Board's expectations.

There was a discussion on Beach Mowing, the association's landscaping company. On March 24th, Emily Lewis of Village Realty had met with the owner of the company and his supervisor to discuss concerns that had been raised at a previous Board meeting. Ms. Miller gave the Board a brief summary of the meeting. Gale Coughlin had prepared a presentation for the Board on Beach Mowing that she presented. Following the presentation and discussion, Mr. Kinnier suggest that a list of requirements for landscaping be created so that the vendor is aware of the expectations. A landscaping committee consisting of Mr. Watkins as Chairperson, Ms. Craig and Ms. Coughlin was created. The Board asked Ms. Miller to schedule a time for the committee to meet with the owner to walk the community.

Barbara Lawrence presented a report for the Social Committee. She stated that they would be having three pot luck dinners, three nights of Bingo and the 4th of July cookout.

There was discussion on the pool and if pool passes should be used next year. This way a copy of the lease would be required to receive a pool pass. After discussion, the Board decided that they could discuss this for next year. They asked Ms. Miller to prepare a list of all of the units that are rental units and confirm whether or not the Association has a copy of the lease for the next meeting.

The next meeting date was set for June 20th at 1:00 at the Village Realty office.

There being no further business, the regular meeting was adjourned. Following the regular meeting, the Board met in Executive Session. No actions were taken.

Respectfully Submitted,

Ansley Miller
Assistant Property Manager