**Meeting Details:**

**Chairperson/Meeting Leader:** Al DelCiampo

**Secretary:** Amanda Schoenwiesner

|  |  |
| --- | --- |
| **Attendees** | **Absent** |
| Paul Berg | Madilyn Barrett (incoming board member) |
| Alfred DelCiampo |  |
| Susan Dayton |  |
| Amanda Schoenwiesner |  |
| Keith Barrett |  |

**Call to Order** 6:10PM

**Agenda Items**

1. Signage
   1. Sign for parking at soccer field gate
      1. Signage will be installed at a later date
2. Encroachment Issue
   1. Agreement finalized by CC HOA attorney
      1. President met with homeowners for signature and notary
      2. Agreement filed with Pender County along with attached deed
3. Transition of new HOA board
   1. President organizing all files from outgoing board
      1. Flash drive will also be included
4. Damage to Soccer Field Fencing
   1. Tree Fox LLC hired to remove trees from property behind the soccer field
      1. Letter sent to Tree Fox owner, as well as property owner, regarding use of Soccer field parking area without prior approval and subsequent damage to fencing.
5. Trimming and Removal of Trees Blocking Community Roadways
   1. Per CC Attorney, any trees, limbs extending over and near roadways would be the responsibility of the HOA.
      1. CC Attorney suggested hiring a licensed professional to avoid liability of injury or property damage.
6. Review of Memorandum to Future HOA Board
   1. Memorandum outlining guidelines regarding Chapter 47-F of NC General Statutes considered best practices for NC HOA organizations to Follow Conducting Business.
7. Review Upcoming Letter to Homeowners
   1. Letter to Homeowner outlining activities completed by outgoing board and look ahead for other boards to follow-up on and continue with current guidelines.
8. Moultrie Trail Cameras
   1. Vice President followed up with Moultrie regarding account management.
      1. Moultrie confirmed that general accounts can be setup where others can view/edit video footage.
9. Soccer Goal Repair
   1. Damage to soccer goal assessed and will need a few brackets to repair netting.
      1. This could be completed at a scheduled community workday or by incoming board members.
10. Pender County Meeting Regarding Property at 415 Knollwood Dr.
    1. Meeting scheduled for 29 January 2025
       1. Discuss the following
          1. HOA not moving forward with “joint control”
          2. Drainage issue and maintenance
             1. Incoming board follow-up regarding further maintenance
11. Insurance Payment (from accident occurring at entrance)
    1. Confirmed that all parties need to provide signature.
       1. Three (3) parties involved in incident; Cross Creek, Truck Driver, Injured
    2. CC Attorney to draft letter to insurance companies
12. Complaint Regarding Property on Oakmont Drive
    1. Multiple cars and equipment located around the property
    2. Treasurer to draft letter to homeowner
13. Floating Dock at Boat Landing
    1. Several contacts made to various county and sea ward offices to inquire about the removal of the floating dock.

**Meeting adjourned** 8:26PM