**Brady Landing Airpark**

**Board of Directors Meeting Minutes**

Date of Meeting: August 23, 2024

Members Present: Chaz Mott, Marylou Jones, Randy Baxter, Bob Williams

The meeting was called to order at 4:35PM.

Members of the Board met in person to discuss a number of matters:

* Roadway Repair and Maintenance: Having received summary estimates from two paving vendors, Barnhill and A Parking Lot, the Board agreed on the need to determine a significantly more detailed requirements specification that will form the basis of a careful, more complete estimate from vendors.  A recent sinkhole occurrence on Happy Landing Drive has highlighted the necessity of developing a comprehensive and well informed plan for immediate attention to urgent needs and careful, longer term maintenance of all roadways in the property, starting with Happy Landing due to its earlier construction, lower specification and hence greater need for immediate attention.

POA members have, as of the date of this meeting, completed a temporary repair of the sinkhole that is intended to suffice until a more permanent repair can take place as part of the larger maintenance and repair project.  Board members have conducted a detailed inspection of Happy Landing Drive to determine the areas requiring urgent repair and those that can be addressed over time.  We will now solicit estimates from vendors on cost and timing of all repairs needed and will use that information to prepare a funding plan.

* Funding of Roadway Repairs: Current Brady Landing annual dues are insufficient to fund present operating needs, not including any road repairs or maintenance.  To meet our current, ongoing expenses, dues need to increase by approximately $130/year/lot.  We have two requirements in planning future budgets: first, to meet current and future operating expenses in an environment of changing material and labor costs; and second, to meet the need to build a cash reserve that will allow us to maintain our roadways and common areas, covering both urgently needed and longer term requirements.

The Board is therefore considering a number of alternative budget options, but all of these options will require an increase in present dues and, to meet urgent roadway repair costs when these are in hand, a possible special assessment.  Once the Board receives vendor estimates, we will prepare a budget recommendation for the community to review.

* Gate Maintenance: Repairs were recently completed on the airport access gate and an inventory of parts required for continued, optimal gate operation has been done.  We are identifying all parts currently on hand and have set up a parts control procedure.
* Mailboxes: The installation of new mailboxes has been completed, involving the pouring of a new concrete pad, adjacent parking area for the mail carrier and the mounting of the boxes themselves.  The Post Office has reviewed and agreed on the installation and we have coordinated the design and placement of the new boxes with the mail carrier.  The Post Office has also ordered the necessary Master keys for these new boxes but these have not yet arrived.  We anticipate, based on feedback from the Post Office and the mail carrier, a go-live date on or about October 1.
* Right of Way: The Board would like to remind all homeowners of the need to keep trash containers and all other objects at least 30 feet away from the centerline of all roadways.  We realize that trash vendors often leave empty containers on the roadside but we ask all of you to remind your vendors of the need to keep the containers away from roadside areas.  We appreciate your cooperation with this important requirement.

It is also important for homeowners whose property includes roadside trees and shrubs to maintain their boundary areas by trimming and/or removing all shrubs, trees, branches and other growth that are closer than 30 feet from the centerline of all roadways.

* Currituck Airport management has notified us that the annual “Planes and Plows” event will be held this year on October 5.  Some members of the Board will be volunteering with the airport to host this event.  We encourage all members of the Brady Landing community who are interested, to join us in participating in this fun event.  A link to the event online information is <https://currituck.ces.ncsu.edu/sidebar-currituck/currituck-county-planes-and-plows/>

With no further business being discussed, the meeting was adjourned at 6:15PM.

Respectfully submitted,

Bob Williams