

**PORTSIDE HOMEOWNERS ASSOCIATION
QUARTERLY BOARD OF DIRECTORS MINUTES**



October 16, 2021

Call to Order: The quarterly Portside Homeowners Association (HOA) Board of Directors meeting called to order at 8:58 A.M.

Introduction of Guests and Administrative Announcements: President Meeks welcomed Board members and told them that refreshments were available in the kitchen.

Secretary's Business: Mitch Manning

Record of Voting Members Present: President Frank Meeks - Present; Vice President Lawrence Beacham - Present; Secretary Mitch Manning - Present; Treasurer Mark Cutler – Present; Board Members Present: Billy Braddy, Pam Clark, Wes Crawford, Frank Moye, Tommy Poe, Gene Register, and Harland Simmons(electronically).

Board Members Absent: None

Assignment of Proxies: None

Confirmation of a Quorum: There was a quorum present - Present 11, Proxy 0

Others Present: None

Other Business of the Secretary: _____.

Minutes of April 17, 2021 Board of Directors Meeting: Members of the Portside Homeowners Association Board of Directors were asked if there were any changes to the draft minutes from the Board meeting held on April 17, 2021.

Encl 1

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After discussion by the Board members, Gene Register moved to accept the Draft BOD minutes from April 17, 2021, Frank Moye seconded the motion. Members for 11. Motion passed unanimously. **See Enclosure 1 attached.**

Minutes of July 10, 2021, Board of Directors Special Call Meeting: Members of the Portside Homeowners Association Board of Directors were asked if there were any changes to the draft minutes from the Board Special Call meeting to elect Board Officers held on July 10, 2021.

After some discussion, Lawrence Beacham made a motion to accept the BOD Special Call minutes from July 10, 2021; Pam Clark seconded the motion. Members for 11. Motion passed unanimously. **See Enclosure 2 attached.**

Any other unfinished business of the Secretary: None.

Treasurer's Business: Mark Cutler

Review of Quarterly Treasurer's Report for the Period July 1, 2021 – September 30, 2021: Mark Cutler submitted the attached Treasurer's report as of September 30, 2021.

After the review was completed, Tommy Poe moved to accept the Quarterly Treasurer's Report for the Period July 1, 2021 – September 30, 2021, subject to audit of the expenses; seconded by Lawrence Beacham. Members for 11. Motion passed unanimously. **See Enclosure 3 attached.**

2021-2022 Homeowners Dues (July 1, 2021 - June 30, 2022): As of September 4, 2021, all delinquent homeowner's dues for this budget year have been paid except for one property owner. **Action Item 190 - Closed on September 4, 2021.**

Any other unfinished business of the Treasurer: None.

Unfinished Business:

Portside Sewer Petition Extension Update: No updates to report. **Action Item 78 – Ongoing.**

Cluster Mailbox Repair:



The first cluster mailbox post has been repaired and was reinstalled on October 1, 2021.

When you see Harland Simmons, please give him a big thank you for getting the support post replaced.

Portside Homeowners Association Polo Shirts, Hats and Visors: Delane Fuquay is the Point of Contact (POC) for ordering Polo Shirts, Hats and Visors. According to Delane Fuquay, she sold 4 shirts during the annual meeting.

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Property Owner Compliance: President Meeks opened the floor and led a discussion of covenant violation questions presented to the BOD. Wes Crawford gave an update on the questions regarding piers, boat houses, docks, bulkheads and houses. Tommy Poe moved to table any actions discussed in the meeting until after the meaning, power, and enforceability of the Portside covenants are verified. Mitch Manning seconded the motion. After additional discussion, President Meeks called for a vote. Members for 11. Motion passed unanimously.
Action Item 129 - Ongoing.

Water damage to bulkheads and dangerous conditions in the Portside entry channel: President Meeks updated the Board of Directors (BOD) that Portside has purchased two (2) exit signs for the exit of the canal (to help control vessel traffic) into the river and Portside II purchased two (2) signs for entering the canal (to help control vessel traffic) from the river. In addition, Portside HOA purchased eight (8) “No Wake” signs for our side of the canal and Portside II purchased 4 “No Wake” signs for their side of the canals.

The total cost for the Portside I two (2) exit signs and eight (8) “No Wake” signs from Hudson’s Signs was \$213.20. The last sign was installed on August 18, 2021.

Action Item 195 - Closed on August 18, 2021.

Any other unfinished business: None

New Business:

Portside Board Member Replacement: On September 1, 2021, President Meeks notified the Portside Board of Directors (BOD) that Charlie and Kathy Speight would be closing on their home at Portside during the week of September 27, 2021. Charlie’s tenure on the Portside Board of Directors (BOD) will expire on June 30, 2023. Charlie officially resigned on Wednesday, September 30, 2021. Thanks again Charlie for your support of Portside for over the past 30 plus years.

On September 1, 2021, President Meeks asked the Board members to nominate a replacement for Charlie Speight.

On Thursday evening, September 23, 2021, President Meeks talked to Billy Braddy about being on the Portside Board. He explained that Charlie Speight had sold his home and plans to close on Wednesday, October 6, 2021. Billy Braddy told President Meeks he would be willing to serve on the BOD.

In an email to the Portside BOD on September 23, 2021, President Meeks asked everyone currently on the Board if they would vote by electronic means to elect Billy Braddy as a Portside Board Member to complete Charlie Speight’s term on the BOD,

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With a unanimous vote, Billy Braddy was elected to the Board of Directors effective Thursday, October 1, 2021. **Action Item 196 - Closed on September 25, 2021.**

Portside Web Page on GoDaddy: On October 16, 2021, President Meeks stated that it was time for the GoDaddy renewal for Portside web site: <https://portsideonthepamlico.com>. The bill dated October 13, 2021, was in the amount of \$98.32 for two (2) years, which was charged to President Meeks. Portside web site renewal was \$59.98, and the Ultimate Domain Protection and Security renewal was \$37.98, plus GoDaddy fee of \$.36 and it was paid by President Meeks on October 11, 2021. After some discussion, Mitch Manning moved to reimburse President Meeks for the \$98.32; seconded by Pam Clark. Members for 11. Motion passed unanimously. **See Enclosure 4.**

Action Item 197 - Closed on October 16, 2021.

Portside Halloween Trunk or Treat: Gail Meeks and Donna Kay Elks have volunteered to host a Halloween Trunk or Treat party at the Portside Picnic Shelter on Saturday, October 30, 2021 from 3:00 – 5:00 P.M. All Portside I and II residents, their children, grandchildren, and any children special to them are invited. See **Enclosure 5** for Trunk or Treat details. All residents are encouraged to decorate their golf carts or trunks of their vehicles for Halloween. Or any resident can just attend with their Halloween treats. A simple menu of chips and beverages will be served. There will be games for children to enjoy. This is a free event provided by Gail Meeks and Donna Kay Elks. Please mark Saturday, October 30, 2021 on your calendar. Volunteers are needed to help with the games (**Enclosure 6**) and serving the snacks. Please see attached flyer (**Enclosure 7**) to sign up to conduct one of the games.

Action Item 198 - Opened on September 1, 2021.

Updates to the Portside Directory: See **Enclosure 8** for updated Portside Directory as of October 11, 2021.

Speeders on Portside Roadways: President Meeks opened the floor to discussion of resident and visitor speeders in Portside. Pam Clark made a motion to spend up to \$150.00 for additional speed limit signs and posts for exiting traffic beginning at the east end of Portside Drive. Lawrence Beacham seconded the motion. President Meeks called for a vote following discussion. Members for 10. Members against 1. The motion passed.

Action Item 199 – Opened on October 16, 2021.

President Meeks offered to write a letter to the HOA members informing them of the questions brought to the board about owner maintenance and speeding by residents and visitors. The board members agreed to review his initial draft, recommend edits if needed, and to approve the final letter to members/owners.

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Any other new business: None.

Action Item Updates: Please refer to the list of action items on the last page of the agenda.

Information Items:

Portside Meeting Dates:

Date for 2022 Annual Homeowners Association Meetings: Second Saturday in July 2022.



Dates for 2021-2022 Quarterly Board of Directors Meetings: Quarterly Board of Directors meetings are scheduled for the third Saturday in January 2022 and April 2022.

Littering Highway: Anyone who sees someone littering should call *HP, or *47 to report the action.

Death in Family or Hospitalized: If any homeowner has a death in your immediate family, sick or in the hospital, please contact the President or one of the members of the Portside Board of Directors.

Schedule Use of the Picnic Shelter: If any Portside property owner would like to reserve using the Picnic Shelter during the upcoming months, please let the President know. Currently the rules for using the Picnic Shelter only allow reserving the Picnic Shelter 60 days in advance.

Special thanks to the following:

President Meeks stated he wanted to take this opportunity to thank all the Portside residents for their continued support in maintaining their Portside property all year.

Reminders:

Please observe the posted 15 MPH speed limit within Portside subdivision.

Please remind everyone not to allow children under 16 years old to drive golf carts within Portside without a parent or guardian and to observe the “No Wake” within the water ways inside Portside.

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To keep Portside looking good for family, friends and visitors, everyone is asked to keep their grass mowed year around as needed and edge the grass along the **Portside streets**. **When mowing the grass, please clean your grass clippings off the Portside streets and as much as possible out of the canals. We still have Portside residents not edging the road in front of their homes or having it edged by the person mowing their grass. Grass growing on the edge of the road takes up driving surface of our roadways.**



DOGS: As always, please keep your dog on a leash when outside of a fenced in area. This includes your own front lawn as well. Please do not walk your dog on others' personal property or allow the dog to urinate on others' landscaping or mailboxes. Please be a responsible pet owner and pick up after your pet and place the waste in your own trash can.

Welcome to Portside



Portside Web Site: Here is the Portside web site link:

<https://www.portsideonthepamlico.com/>. It you have not viewed the Portside web site, now is the time.

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Portside Facebook Page: We now have a Facebook page for Portside on the Pamlico Homeowners Association: <https://www.facebook.com/Portside-on-the-Pamlico-Homeowners-Association-1380950181934078/>. If you are on Facebook, please let President Meeks know you would like to join.

Call for Any Other Business, Announcements, or items for the "Good of Portside":

The Board President called for a motion to adjourn and remain in session by electronic means: Tommy Poe made a motion to adjourn and remain in session by electronic means, and it was seconded by Lawrence Beacham. Members for 11. Motion passed unanimously.

With no other business to discuss, the meeting adjourned at 10:00 A.M.

Mitchell W. Manning, Sr.

Franklin D. Meeks

Mitchell W. Manning Sr.
Board Secretary

Franklin D. Meeks
Board President

- 8 Enclosures
1. Draft Minutes of April 17, 2021, Portside Board of Directors Meeting
2. Draft Minutes of July 10, 2021, Special Called Board of Directors Meeting
3. Draft Quarterly Treasurer's Report for the period July 1, 2021 — September 30, 2021
4. Renewal of Portside Web Page on GoDaddy
5. Portside Halloween Trunk or Treat Activities
6. Portside Halloween Trunk or Treat Games
7. Volunteer Sign-Up for Trunk or Treat Games
8. Updated Portside Directory as of October 11, 2021

“Take Pride In Portside” Portside Action Items

Action Item #:	Topic:	Suspense:	Completed:
78	Sewer Extension Update	Ongoing	
129	Property Owner Compliance	Ongoing	
190	Homeowners Dues July 1, 2020 – June 30, 2021	11 Jul 20	4 Sep 21
195	Boat Wake Damage Liability	10 Aug 21	18 Aug 21
196	Charlie Speight Replacement on BOD	27 Sep 21	29 Sep 21
197	Portside Web Page on GoDaddy	16 Oct 21	16 Oct 21
198	Portside Halloween Trunk or Treat	30 Oct 21	
199	Speeders on Portside Roadways	16 Oct 21	

Board of Directors Members (2020-2021)

Frank Meeks - President
 Lawrence Beacham - Vice President
 Mitch Manning - Secretary
 Mark Cutler - Treasurer
 Billy Braddy
 Pam Clark
 Wes Crawford
 Gene Register.
 Tommy Poe
 Harland Simmons



Portside Mailing Address:

Portside Homeowners Association
 60 Riverview Drive
 Chocowinity, NC 27817-8832



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Changes to Portside Directory

Change From:

Speight, Charlie and Kathy

P. O. Box 2441
Greenville, NC 27836
Home Phone: 252-756-4156
Portside Add: 205 Portside Drive
Work Phone: 252-752-2136
Charlie's Cell Phone: 252-714-4292
Email: speightcr@embarqmail.com
Lot #8

Randolph, Tommy

24 Portside Drive
Chocowinity, NC 27817
Home Phone: NA
Cell Phone: 252-623-9552
Email: Toms.misfit@yahoo.com
Lot #47A/47B/47C



Address Changes

Change To:

Hall, Bill and Janet

205 Portside Drive
Chocowinity, NC 27817
Portside Phone: NA
Bill's Cell Phone: 252-341-0909
Janet's Cell Phone: 252-714-0073
Bill's Email: billspenfactory@outlook.com
Janet's Email: myagenfjh@gmail.com
Lot #8

Randolph, Tommy

184 Twin Oaks Lane
Newport, NC 28570
Home Phone: NA
Portside Add: 10 Portside Drive
Cell Phone: 252-623-9552
Email: Toms.misfit@yahoo.com
Lot #47A

Bailey, Merritt P. Jr. “Skeeter”

Bailey, Mary Margaret “Boo”

24 Portside Drive
Chocowinity, NC 27817
Home Phone: NA
Boo's Cell Phone: 252-947-2103
Skeeter's Cell Phone: 252-578-6872
Boo's Email: theboobailey@gmail.com
Skeeter Email: baileyriverhouse@gmail.com
Lot #47B/47C

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