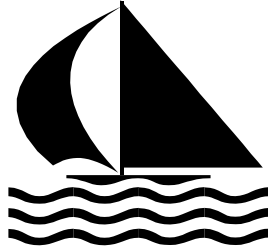


PORTSIDE BOARD OF DIRECTORS MINUTES



October 9, 2010

Call to Order: The quarterly Portside Homeowners Association Board of Directors meeting was called to order at 9:00 A.M.

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

Secretary's Business: Mitch Manning

Record of Voting Members Present: President Frank Meeks, Vice President Bill Brown, Secretary Mitch Manning, Alton Baldree, Scott Lang, Tim McCarter, Gene Register, Charlie Speight and Tommy Poe. Board members absent: Andy Barnette and Stanley Wainwright.

Assignment of Proxies: Andy Barnette's proxy was assigned to Frank Meeks and Stanley Wainwright's proxy was assigned to Bill Brown

Confirmation of a Quorum: There was a quorum present - 9 Present, 2 Proxies.

Others Present: Mark Cutler - Volunteer Treasurer

Other Business of the Secretary:

Minutes of April 10, 2010 Board of Directors Meeting: Members of the Portside Homeowners Association Board of Directors were asked if there were any changes to the minutes from the Board meeting held on April 10, 2010. After some discussion, a motion was made by Tommy Poe to accept the minutes as submitted, seconded by Alton Baldree. Members for 9, against 0, abstained 0. Proxies for 2, against 0, abstained 0. Motion passed unanimously.

Minutes of July 24, 2010 Special Call Board of Directors Meeting: Members of the Portside Homeowners Association Board of Directors were asked if there were any changes to the minutes from the Special Call Board meeting held on July 24, 2010. After some discussion, a motion was made by Tommy Poe to accept the minutes as submitted. The motion was seconded by Tim McCarter. Members for 9, against 0, abstained 0. Proxies for 2, against 0, abstained 0. Motion passed unanimously.

Portside Homeowners Proxies: We currently have 2 proxies for the Annual Portside Homeowners Association Meeting. Homeowners may go to the Portside web site and download the Portside Homeowners proxy at: http://www.portsideonthepamlico.com/PHA_Proxy.pdf. This action item will be closed as of this meeting until the 2011 annual HOA meeting.

Action Item 2 will be closed.

Any other unfinished business of the Secretary: None.

Treasurer's Business: Mark Cutler

Review of Quarterly Treasurer's Report for the Period July 1, 2010 – September 30, 2010: Mark Cutler submitted the attached Treasurer's report as of September 30, 2010. As of September 30, 2010, the bank balance was \$23,020.55. After the review was completed, Bill Brown moved to accept the Treasurer's Report subject to audit of the expenses; seconded by Scott Lang. Members for 9, against 0, abstained 0. Proxies for 2, against 0, abstained 0. Motion passed unanimously. **See Enclosure 1 attached.**

2010-2011 Homeowners Dues (July 1, 2010 – June 30, 2011): As of September 30, 2010, we still have 3 property owners who have delinquent dues (totaling \$600) for this budget year and \$300 for last budget year. There was a discussion of reclamation of their boat ramp keys for non-payment. **Action Item 26 - ongoing.**

Any other unfinished business of the Treasurer: None

Unfinished Business:

Portside Homeowners Email Addresses: President Meeks reported that by using the email addresses of homeowners to email the Board of Directors minutes, social announcements, deaths, etc., it has continued to reduce expenditures in the budget. As of September 30, 2010, we have email addresses for 41 of the 53 (37 + 4 owners who have two lots each) Portside property owners. **Action Item 7 - ongoing.**

Sewer Petition: We currently have 41 signatures (53/41 = 77.4%) on the sewer petition. At the July 2009 Portside Annual Homeowners Association meeting, Paul Spruill, Beaufort County Manager, stated that in order for this petition to show Portside is seriously interested in getting sewer lines extended to Portside, we need signatures from 95% of the Portside property owners before submitting the petition. The Wynn's will sign the petition. That will bring us to 79%. It has been reported that the Bayside property owners have dropped their petition because of low participation.

Action Item 8 - ongoing.

Note: If you would like to sign the sewer petition, President Meeks has the petition. Call him at 252-258-5330 or stop by his home and sign it. We would like to get the sewer petition submitted to the Beaufort County Board of Commissioners as soon as possible.

Amendment to the Two Covenants – We currently have forty-five (45) Portside property owners who have signed the original two Covenants in 1992 or an Amendment this year. This leaves five (5) property owners covering seven (7) lots who have not signed agreeing to the two Portside Covenants. This dates back to 1992 when Charlie Speight was HOA president. Last year 33 property owners had signed the Covenants. We are making progress. **Action Item 15 - ongoing.**

Changes to the two Covenants – As of August 6, 2010, we had thirty-six (36) notarized signatures (36 plus 2 owners with two lots) agreeing to the changes to the two Portside Covenants. We have a total of thirty-eight (38) notarized signatures filed. **Action Item 29 - ongoing.**

Note: All the Portside related documents may be viewed and/or downloaded from the following web page: <http://portsideonthepamlico.com/covenants.html>.

Dredging of Portside Entrance Canal: During the April 2010 Board meeting, the Board members agreed that the next action would be to check with the Corps of Engineers to determine the legal status of the canal entrance. The Board agreed to close this action item. **Action Item 31 will be closed.**

Wet Mail in Mailboxes: After some discussion, the Board agreed to close this action. If anyone continues to have a problem with wet mail, please contact one of the Board members. **Action Item 36 will be closed.**

Tract Two Property: During the Annual HOA meeting on July 3, 2010, Robin Bowen made a verbal request to purchase the Portside Tract Two property. Based on the requirements in the deed, the Portside Board members voted at a Special Call Board of Directors meeting on Saturday, July 24, 2010, to notify Mr. Bowen to submit a formal written request to the Portside Homeowners Association to purchase the Tract Two property by August 15, 2010. This information was communicated to Mr. Bowen in a letter from President Meeks on July 27, 2010. If the Board receives a formal request from Mr. Bowen to purchase the land, the Portside Board of Directors will provide him with the purchase price for the Portside Tract Two strip of land based on the requirements listed in the deed from Mr. Whichard. As of October 9, 2010, the Portside Board of Directors has not received a reply from Mr. Bowen. The signed receipt of certified mail by Mr Bowen will be filed in the Secretary's Notebook with copies of the letter. **Action Item 45 will be closed.**

Lights for Entrance to Canal: The four solar strobe lights (2 red and 2 green) were received on August 2, 2010. Portside II has reimbursed the President for the lights. The total cost was \$231.75. The lights will be installed by Portside II. Larry Lewis has the lights. The board discussed changing the batteries and removing oxidation for the sensor lens. **Action Item 46 will be closed.**

Filling Cracks and Seal Coating: During the week of October 3, 2010, the contractor was scheduled to fill in the cracks and seal coat the roadways inside Portside. Due to the rain we had for the last several weeks, President Meeks talked to Dennis Miller, owner of Performance Sealing and Striping, Inc., and the work will be completed on Thursday, October 14, 2010. President Meeks will notify property owners.

Action Item 47 still open.

Clean-up Day: A community work day was held on September 25, 2010. Below is a list of the individuals who supported the work day: Alton Baldree, Andy Barnette, Lawrence Beacham, Bill Brown, Mike Clark, Jodie Clark, Jack Dixon, Stuart Elks, Bruce Hamm, Kelly Hamm, Scott Lang, Frank Meeks, Frank Moye, Tommy Poe, Gene Powell, Gene Register, David Sneed, Charlie Speight and Charles Thomas. The Board of Directors thanks all of the volunteers who participated on September 25, 2010. We also thank everyone who worked on cleaning the edge of the roadways prior to the Portside cleanup day. **NOTE:** Special thanks to Steve and Debbie Baker for donating 5 pounds of sausage dogs.

Action Item 48 will be closed.

Pine Tree on Side of Road by Lot 46: Wayne Woolard with Wayne's Tree Service cut the tree roots in front of the Ricky Best property on Saturday, August 14, 2010. The trench was approximately 35' long and 12" deep. Wayne's Tree Service charged \$85.00, and the Treasurer was reimbursed by Ricky Best for the cost. Wayne Woolard recommended that we install a biobarrier material in the trench. According to Mr. Woolard, the material is used to keep the roots from growing across the trench. President Meeks ordered the biobarrier material, and it was installed on Saturday, August 28, 2010. A special thank you is extended to Gene Register and Stuart Elks who helped President Meeks install the biobarrier material. The biobarrier material cost the HOA \$76.91.

Action Item 49 will be closed.

Relocating Cluster Mailboxes: After discussion at the July annual HOA meeting, a decision was made to relocate the Portside cluster mailboxes. The Post Office approved relocating the mailboxes to the property owned by Portside HOA in the curve on Portside Drive. The Board of Directors has now learned that Mr. Warren Whichard has agreed to deed property located at the end of the canal on Whichard's Beach Road at the entrance to Portside. Once a deed is received for the property, this property could be used to relocate the mailboxes. This location would be more desirable for the mailboxes as it would allow homeowners to turn off Whichard's Beach Road and access the mailboxes from the driver's side of the vehicle. The board discussed the proposal by Attorney Will Mayo to use property maps of adjacent properties to draw up a standard deed at a cost of \$125. After discussion, a motion was made by Tommy Poe to relocate the mailboxes at the end of the canal on Whichard's Beach Road at the entrance to Portside. The motion was seconded by Alton Baldree. Members for 9, against 0, abstained 0. Proxies for 2, against 0, abstained 0. Motion passed unanimously.

Action Item 50 on going.

Unwanted Visitors: As of September 1, 2010, the problem with unwanted visitors inside the Portside I Community has continued to improve. Remember to call the Sheriff's Department to investigate and handle unwelcome or suspect behavior in Portside.

Action Item 51 will be closed.

Any other unfinished business: None.

New Business:

Portside Web Site Renewal: President Meeks renewed the Portside web site address for three additional years at a cost of \$26.28. This was a cost saving of \$8.08 due to a promotional offer. The web site was extended until October 13, 2015. After discussion, Scott Lang moved to accept the renewal cost; seconded by Tim McCarter. Members for 9, against 0, abstained 0. Proxies for 2, against 0, abstained 0. Motion passed unanimously. **Action Item 52 will be closed.**

Strip of Land at End of Canal: On September 28, 2010, Mr. Whichard agreed to deed to the Portside HOA the strip of land at the end of the canal at the entrance to Portside if the Portside HOA paid to have the deed prepared. In an email vote by the Board of Directors on September 28, 2010, the Board voted to pursue getting a deed prepared for the strip of land. The Board of Directors thanks Mr. Larry Lewis for working out the details with Mr. Whichard. The Board members discussed options to improve the appearance at the entrance to Portside and relocating the cluster mailboxes there before next summer. More details to follow after the January 8, 2011 Board of Directors meeting.

Action Item 53 on going.

Any Other New Business: None.

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

Information Items:

Annual Portside Homeowners Association Meeting: The Annual Portside Homeowners Association meeting is scheduled for Saturday, July 2, 2011 at 9:00 A.M. at the Portside Picnic Shelter. Sausage dogs will be provided. Please bring your favorite beverage.

Note: If any homeowner has a death in your immediate family, 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 of the Portside residents for their continued support in maintaining their Portside property this past summer.

Reminders:

Beaufort County Early Voting: Listed below are the dates for early voting in Beaufort County. The location for early voting is at the Beaufort County Board of Elections Office, 1308 Highland Drive, Suite 104, Washington, NC 27889.

Thursday, October 14 and Friday, October 15	7:00 A.M. – 6:00 P.M.
Monday, October 18 – Friday, October 22	
Monday, October 25 – Friday, October 29	
Saturday, October 30	8:00 A.M. – 1:00 P.M.

For a listing of early voting in all counties in North Carolina go to:
<http://www.sboe.state.nc.us/content.aspx?id=17>, then click on “**Download a list of available One Stop Sites**”.

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. If you have pets, please be courteous of others and clean up behind them. Please keep your pets on a leash when you are out walking them. In order to keep Portside looking good for family, friends and visitors, everyone is asked to keep their grass mowed year around as needed.

Portside Web Site: It you have not viewed the Portside web site, now is the time. Here is the Portside web site link: <http://www.portsideonthepamlico.com/>.

Board of Directors Meetings: January 8, 2011 and April 9, 2011.

Call for Any Other Business, Announcements or Items for the “Good of Portside”:
None

The Board President called for a motion to adjourn: Tim McCarter made a motion to adjourn, and it was seconded by Scott Lang. Members for 9, against 0, abstained 0. Proxies for 2, against 0, abstained 0. Motion passed unanimously. With no other business to discuss, the meeting adjourned at 9:35 A.M.

Respectfully submitted on October 12, 2010.

Mitchell W. Manning, Sr.

Mitchell W. Manning Sr.
Secretary

Franklin D. Meeks

Franklin D. Meeks
President

Action Items

Portside Action Items			
Action Item #:	Topic:	Suspense:	Completed:
2	Portside Homeowners Proxies	9 Oct 10	Closed
7	Master email list for Portside property owners	On-going	
8	Portside Property Owners petition for Sewer Service	On-going	
15	Amendment to the two Portside Covenants	On-going	
26	Delinquent dues	On-going	
29	Amendment for changes to the two Portside Covenants	On-going	
31	Dredging entrance to Portside canal	9 Oct 10	Closed
36	Wet mail in mailboxes	9 Oct 10	Closed
45	Request to sell Tract Two strip of land	9 Oct 10	Closed
46	Lights for entrance to canal	9 Oct 10	Closed
47	Filling in cracks and seal coating roadways	On-going	
48	Clean-up day	9 Oct 10	Closed
49	Problem with tree roots on Lot 46	9 Oct 10	Closed
50	Relocating cluster mailboxes	On-going	
51	Unwanted Visitors	9 Oct 10	Closed
52	Portside Web Site Renewal	9 Oct 10	Closed
53	Deed for Strip of land at end of canal from Mr. Whichard	On-going	