

Broad & Gales Creek Community Association, Inc.

3010 Hwy 24, Newport, NC 28570

Phone: 252-247-2715 http://broadandgalescreekca.org/

Robert Lewis, President

Terrance Mac Mahon, Vice President

Tony Bello, Secretary Melinda Ward, Treasurer

Minutes of the Regular Monthly Meeting June 13, 2019

Meeting was called to order at 19:14

Board Members Present:

Tony Matthews, Mark Rippeth, Melinda Ward, Robert Lewis, Dusty Desteunder, Steve Phifer, Terrance Mahon, and Tony Bello.

Community Members Present:

N/A

Secretary's Report:

- 1. Tony Bello distributed the previous minutes.
- 2. The report was reviewed.
- 3. Steve moved to accept the minutes.
- 4. Motion was seconded by Dusty.
- 5. The motion to approve the secretary's report passed

Treasurer's Report:

- 1. No Treasurer's Report.
- 2. Terrance moved to accept, Mark second
- 3. Melinda will email and call a special meeting if needed.
- 4. Melinda and Julie are working together to itemize materials and equipment.

Fire Department Report:

- 1. Chief Tony Matthews reported.
 - a. Still waiting on ISO Report. Should be in very soon. There has been a tremendous amount of work that went into this.
 - b. Air packs, no commitment to any organization yet. 10 air packs at a time is proposed. Another station donated a few bottles for current use while still in date.
 - Finally have insurance on the boat. Ready to be used. Some adjustments are being made and a few repairs.
 Nothing major.
 - d. Fireman relief fund. Certain percentage of homeowners insurance is paid a portion to this. Money received is capped due to the number of members we have. Relief fund can be paid for workers comp and retirement system, accident and sickness policy. Will cover approximately \$18,000.00 out of budget with this fund.
 - e. Over Budgeting in salary and wages. Part time shift in 2013 was set at \$11.00 per hour.
 - f. Chairman of fire and EMS committee presented budgets. They were not yet voted and approved.

EMS Report:

- 1. Chief Melinda Ward reported.
 - a. Still trying to hire a full time paramedic. A few PRN's are filling in during this busy month.
 - b. Melinda will work with NCWorks and Indeed to find candidate.

Building and Grounds Report:

- 1. Mark Rippeth reported.
 - a. HVAC Quote
 - i. Maintenance agreement proposal \$2935.63
 - ii. EMS repair \$5512
 - iii. Gas Pack Unit for Community Building \$11, 224.00
 - 1. Repair for Community Building \$622.800

Committee Reports

- 1. Cemetery Committee
 - a. Freda could not make it. She agreed to come if we schedule a special meeting.
 - b. Melinda will call Freda and schedule a special meeting

Old Business:

- 1. FEMA
 - a. Melinda attended county meeting. FEMA will not front load any money. Once repairs are made and guidelines are followed, we front 75% until repairs complete and last 25% will come from the state after all Fire/EMS for the state has been paid.
 - b. FEMA requires that we invoice/receipt with both Fire and EMS since the building is shared.
 - c. Anything over \$10k-\$90k, bidders must be solicited from 3 different sources for bid. Award to lowest reasonable responsible bidder.
 - d. Carteret County has created a template for the roof. We can piggyback on that if we do it by July 1 on their website for bids. They did the procurement procedures and checklist.
 - e. No final inspection has been made by the community building.
- 2. Paperwork will be signed to move money out of SECU due to non-commercial use. Funds will be moved to a First Citizen account for volunteer. A money market portion for payments will be made to "Civic Federal Credit Union" an online credit union.
- 3. Robert brought up the issue about an online door bell. Tony will email Mark some sample products

New Business:

- 1. Melinda moved to follow County procedures for FEMA reimbursement for repair on the FIRE/EMS building and the Community Building with a commitment of 75% for repairs upfront that will be reimbursed.
 - a. Mark Rippith Second
 - b. Motion passed.
- 2. Tony moved to raise in part time salary from \$11.00/per hour to \$12.00/per hour starting in August and September, 2019
 - a. Steve Phifer seconded
 - b. Motion passed
- 3. Robert suggested that we have business cards made for board members that may need them.

Adjournment

- 1. Terrance moved to Adjourn.
- 2. Melinda seconded the motion
- 3. Motion passed.
- 4. Meeting Adjourned at 20:13.

| Respectfully Submit | ted by Tony Bello, Secre | etary |
|---------------------|--------------------------|-------|
| Approved by: | | |
| | Initials | Date |