



## Broad & Gales Creek Community Association, Inc.

3010 Hwy 24, Newport, NC 28570

Phone: 252-247-2715

<http://broadandgalescreekca.org/>

Tony Bello, President  
Steve Phifer, Vice President

Sallie Salter, Secretary  
Jeff Batten, Treasurer

### Minutes of the Regular Monthly Meeting January 14, 2021

**Meeting was called to order at 7:00PM**

**Board Members Present:**

Tony Bello, Steve Phifer, Jeff Batten, Sallie Salter, Ryan Garcia, Dusty Desteunder, Robert Lewis, Missy Rhodes, Melinda Ward, Tony Matthews

**Community Members Present:** Matthew Low, Mark Rippeth, Danny Moreno, Alison Bentz, Jeff Bentz, Patrick Bello, Ashley Cox

**Secretary's Report:**

1. Roll Call
2. Minutes were issued for December approval.
  - a. Motion to accept by Steve.
  - b. Seconded by Robert.
  - c. Motion passed.

**Treasurer's Report:** Jeff Batten reported

1. Review Treasurer's Report: Banking issues and Jeff trying to get things in order with the financials. emailed a copy to the board meeting, updated copy, Steve asked if Dogwood getting better, and the bank has been having issues ever since they switched hands. Some things are coded incorrectly, trying to work on things to get them coded correctly.
  - a. Motion to accept by Jeff.
  - b. Seconded by Missy.
  - c. Motion passed.

**Fire Department Report:** Chief Tony Matthews Reported

1. Emailed received, reading report, copy and attach report.
2. Fire Department Report:  
2020-year end calls- 477 total calls: 223 EMS related 43 Fires, 50 MVC 163 Public Service/ Citizen Assist  
All equipment and vehicles are up to standards with no issues. Upcoming purchases- 3-4 sets of turnout gear \$4620 a set- 1 new handheld \$3000 1 lockable storage cabinet \$180

**EMS Report:** Chief Melinda Ward Reported

1. IMMUNIZATIONS FOR COVID, ENCOURAGEMENT TO GET VACCINE,
2. DOING A LOT OF NEWPORT CALLS, THEY THANK THE FIRE DEPARTMENT FOR ALL OF THEIR ASSISTANCE
3. LOTS OF COVID
4. 2 EMS Employees want the shots on EMS.

### **Committee Reports: Steve Phifer**

1. Building and Grounds
  - a. Steve Phifer: Nothing to Report
2. Bylaws
  - a. Robert Lewis: Nothing to Report
3. Community Services (*Community Building/Cemetery*)
  - a. Sallie Salter: Plenty of interest some bookings
4. Ways and Means.
  - a. Missy Rhodes: Contacted realtors brainstorm female donations for Community building and playground, Missy and Tony Fields to come up with some ideas update next month with status update.

### **Old Business:**

1. No old business

### **New Business:**

1. Tony Bello spoke with County Commissioner Bob Cavanaugh and Gene Foxworth Assistant County Manager about getting playground equipment replaced at the community park. Gene Foxworth and Tony Bello will try to come up with a plan for the county to pay for equipment. Gene Foxworth suggested that we deed the playground to the county, and they would supply and maintain new equipment and grounds. This would place liability on the county and not the association. Discussion was conducted, Missy asked about the cost of groundskeeping for the park. Open Discussion on thoughts of deeding the property to the county. Everyone agreed to investigate and continue with progress with the commissioners. No objections
2. Dusty D: Parking lot on the side of the building check to see about getting it sealed, investigate pricing. Steve Phifer will get a quote.
3. Jeff Batten: Issues with copier. Drew called issues with the current copy machine. A new copier was quoted for \$2000.00, discussion on the number of copies, discussion on getting a new copier vs. contract with a lease.
  - a. Motion to adopt new copier contract. move to next month Jeff Batten, quotes from other companies.
  - b. Second Table to next month
  - c. Approved
4. Phone bill: look into other options to save money. Jeff will investigate it.
5. Taxes owed for 2021, Jeff wanted to make the board aware before following up.
6. Truck loan payment is coming up.
  - a. Loan company double drafted the account, additional payment was applied to the principal.
7. Steve moved to have Allison Bentz review the books to streamline the process and bring us up to date with payroll, QuickBooks, and loan payments.
  - a. Discussion was conducted.
  - b. Alison expressed her willingness to help in any way to include HR.
  - c. A review of the last three months will be conducted pending results and may extend through the beginning of the fiscal year.
  - d. Alison will be compensated \$25/hr.
  - e. Motions passed.
8. Tony Bello brought to the board's attention that the association does not currently have an attorney on retainer. He distributed a proposal with a discounted, non-profit rate from Kitchen Law.
  - a. Discussion on pros and cons of having an attorney on retainer.
  - b. One-time retainer fee \$2,500.00 hourly rates based on services rendered.

- c. Contract to take effect on February 1, 2021.
- d. Steve Phifer moved to adopt the contract.
- e. Missy Rhodes seconded
- f. Motion passed. (9-1)

**Adjournment:**

- 1. Motion to Adjourn: Dusty
- 2. Second: Steve
- 3. Adjournment: 7:56 PM.

Respectively presented by Secretary Sallie Salter.

Approved by: \_\_\_\_\_

Initials

\_\_\_\_\_

Date