

# HVCA Minutes

JANUARY 2022

---

**Annual Meeting and Community Dinner at Civic Center this month.  
Take Out Pasta Dinner  
And Elections**

**Up for re-election**

**Christinia Hicks  
Karla Jarvis  
Jenna Willis**

**All board members were re-elected with no write in nominations.**

## **Hatteras Village Civic Association**

Board Meeting Minutes

9 February 2022

---

**Meeting called to order at 7:04 p.m.**

**Members in attendance:** *Karla Jarvis, Erin Trant, Laurie Parker, Christina Hicks, Jordan Tomberlin, Wes Sigmon, Sam Midgett*

---

### **TAX DISTRICT**

---

#### **Financial Report**

- Carol presented report, noting things are picking up a bit from last year

#### **Buildings and Grounds**

- **Playground:** Karla asked about the debris removal, as some community members have expressed an interest in some of the old pieces. Wes said that he is planning to see that the old equipment is taken to the dump.
- **Walk Ins:** They are done and Karla met Analee and Tom at the building this week and the frozen turkeys are in the freezer for the church dinner in the fall.

---

## CIVIC ASSOCIATION

---

### **Financial Report**

- Carol presented report, not much happening at all.

### **Review of Minutes**

- Minutes accepted as written

### **Committees: New Committee Assignments Made for 2022**

- Buildings and Grounds: Karla, Sam and Wes
- Education/Recreation: Karla, Laurie, Christina, Jordan, Natalie, Erin
- Waterfowl Festival: Karla, Jordan, Jenna, Wes, Sam, Natalie
- Scholarship: Christina, Laurie, Jordan
- HVOO: Dan, Erin
- Surf Fishing: Karla, Erin, Jordan
- Day at the Docks: Christina, Laurie, Natalie
- Christmas: Karla, Wes, Jenna, Natalie, Laurie, Sam
- Nominating Karla, Laurie, Christina

The officers were nominated and elected:

President: Karla Jarvis

Vice President: Erin Trant

Secretary: Jordan Tomberlin

Treasurer: Sam Midgett

**Meeting adjourned at 7:41 p.m.**

## Recreation and Education Meeting, March 2022

**Spring Roadside Pickup:** April 9, 2022, will do the same and have hot dogs, chips and drinks for afterwards.

**White Elephant Sale?** Have a Really, Really Free Market at the CC on May 7th. Have participants reserve a table and they have to set up and break down and take their leftover stuff when it's over. May 7th from 9:00-12:00. This is the weekend before the HVOO but will be in the morning and outside.

**July 4th Golf Cart Parade and July 4th Cookout:** have this under control; Laurie has some suggestions for making the line up be a little more manageable and we'll work on that closer in.

**Summer/Fall Movie Night Series:** There really is no place dark enough for this outside; we can look into doing it inside for the fall, maybe a horror film series for October; instead this evolved into having a new series of events called the...

**Summer Full Moon Hootenanny:** June 14th (Strawberry Moon); July 13th (Buck Moon); August 11 (Sturgeon Moon); low-key live music on the lawn at the Community Building, BYO blanket, cooler, whatever like from 7-9.

**Halloween Cookout/Trunk or Treat:** this is also on autopilot

**Haunted Trail:** "The Blood Moon" theme; get word out early and have individuals in charge of an area; this has always been kind of the plan but if we start early, we think we have this covered.

## Christmas

- **Decorate the Trail:** will need more volunteers and will need to check the Starshower lights soon to make sure they still work. Will need to tape the plugs this year.
- **Tree Lighting/Village Dinner:** have to wait on date from HVFD and this is also pretty much on autopilot. We've done fancy and we've done soup and salad. Seems all were appreciative, no matter what we did.
- **Parade**

**"Bonfire with Santa" revisit:** an idea that came up last year as a way to help the preschool since they couldn't do "Breakfast With Santa" fundraiser and we revisited it. Natalie is going to talk to preschool about it.

**New Year's Eve Dance:** Not going to do this but instead, maybe a St. Patrick's Day dance since it seems more people might be interested in that and we don't have anything for St. Patrick's day.

**Decorate the Post Office/grounds:** decided it would continue as a group effort.

# Hatteras Village Civic Association

## Board Meeting Minutes

March 9, 2022

Meeting called to order at 7:06 p.m.

Members in attendance: Karla Jarvis, Jenna Willis, Dan Oden, Laurie Parker, Natalie Scott, Christina Hicks

---

### TAX DISTRICT

---

#### Financial Report

Carol presented report, noting that a budget meeting with the trustees would need to be done before April 1, 2022.

#### Buildings and Grounds

Playground: Karla reported that Pastor Toni had messaged her about the remaining playground debris that has not been removed yet. It is a concern because the Egg Hunt will be on April 9th. Wes has said at the last meeting that it should be done that following week so Karla will check with Wes and see what happened and get it done.

Nothing else really going on yet. Not a lot of rentals and no real concerns to address.

---

### CIVIC ASSOCIATION

---

#### Financial Report

Carol presented report which was very brief as there has been little to no activity lately with events or anything else.

#### Review of Minutes

Minutes accepted as written

#### Committees

##### Recreation/Education:

Will be meeting soon as a committee to make plans for into the fall.

Scholarship: It is time for the scholarship application to go out. After some discussion about previous suggestions and concerns. The board voted unanimously to keep the volunteer hours for this year at 50% and also to adjust the application to reflect the following:

Volunteer hours logged by applicants can be completed outside of Hatteras Village with other island entities and groups but at least 50% of volunteer hours must be completed in Hatteras Village.

HVOO: Dan reported that the committee has had meetings and that the tournament is going forward with the usual plans. There is, as usual, concerns about the channel and what will happen with that but this is the same story just about every year.

HV Surf Fishing Tournament: will be September 8-10, 2022

Day at the Docks: There was brief discussion about the frustration surrounding DATD. A momentous amount of planning and preparation goes into the event, which is often canceled. Karla directed the committee to meet and discuss some ways that the event could either be scaled back and/or delegated more widely to others.

Meeting adjourned at 7:39 p.m.

## **Hatteras Village Civic Association**

Board Meeting Minutes

13 April 2022

---

## **Meeting called to order at 7:08 pm**

**Members in attendance:** *Karla Jarvis, Jenna Willis, Erin Trant, Laurie Parker, Sam Midgett, Natalie Scott, Dan Oden, Jordan Tomberlin*

---

## **TAX DISTRICT**

---

### **Financial Report**

- Insurance is due for renewal; audit contract was renewed
- Trustees will meet again to discuss what the maintenance plan is for the sidewalks

### **Buildings and Grounds**

- **Playground**
  - Purchased new swing seats and picnic table, as the previous ones were in disrepair
  - one piece of old equipment left behind, not sure why that is as Todd took all the debris to the dump and cleaned the general area. Natlie will ask why it was left and then we can resolve that issue soon
- **Civic Center**
  - Still working on sign and doors; Sam is in contact with contractors; most recent just disclosed they only work on automatic, sliding doors. Sign is ready, looking for help for installation.

### **Old or New Business**

- none

---

## CIVIC ASSOCIATION

---

### Financial Report

- Not much to report; coffers are looking a bit slim at the moment, but will fatten up as events start happening

### Review of Minutes

- Minutes accepted as written

### Committee Reports

- **Recreation and Education**
  - First roadside cleanup was a success; will continue
  - In committee meetings, decided on a rough slate of events for the upcoming year:
    - Really, Really Free Market on May 7th; Karla is working on making flyers and disseminating information
    - Golf Cart parade will continue as usual
    - Proposed new event series for the summer: Full Moon Hootenanny
      - Music on the lawn in front of the community building on Full Moon nights during the summer and early fall
    - Plans to ramp up the Haunted Trail, given the success of last year's event
    - Christmas parade will continue as usual
    - Potential St. Patrick's day event, 2023--probably a dance at the civic center
- **Scholarship**
  - Deadline has passed; we have one applicant: Clara Oden
  - Motion to allow a late submission from Rennie Parker, since she is at boarding school and, as an oversight didn't receive the information; motion passed unanimously
- **Offshore Open**
  - Committee decided to allow entrants to fish out of Morehead City due to safety concerns regarding the channel
    - While most of the entrants want to fish out of Hatteras, they have legitimate safety issues regarding the navigability of the channel, and boats did sustain damage last year; so, in order to keep as many entrants as possible, the decision was made to allow a weigh station in Morehead City for this year only.

### Old/New Business

- Received a request to purchase the gold-level sponsorship from the Hatteras Island Youth Education Fund Shore Break 5K; motion to sponsor passed unanimously.
- Discussed including the sidewalks in the next beach cleanup event, but unsure whether that will be in the sidewalk maintenance is in the works; agreed follow up later.

**Meeting adjourned at 7:47**

# Hatteras Village Civic Association

## Board Meeting Minutes

31 May 2022 (Meeting date pushed ahead due to HVOO)

---

### Meeting called to order at 7:05 p.m.

**Members in attendance:** *Karla Jarvis, Jordan Tomberlin, Laurie Parker, Jenna Willis, Dan Oden, Christina Hicks, Erin Trant*

### Public Comment Period

- Interns from the Hatteras Island Ocean Center came to present a proposal to build a Free Little Library in Hatteras
  - Modeled on the existing little libraries in the RWS area
  - One concern they addressed was interference with the Hatteras library sale, and their solution was to purchase some of the library books to place in the Little Library
  - Seeking advice on where to place the structure--wouldn't like to put it too near the library building, but had considered placing it near the civic center
  - All funds for the project would come from the Ocean Center; maintenance would be done by volunteers--Shirley Wicker volunteered her services
  - The little libraries are registered in a state/national database through the Free Little Library organization
- The board agreed that they were interested in the project and will touch base again with the volunteers moving forward.
- Additionally, a previous intern built a bat box, but due to Hurricane Dorian they had to postpone placement. They would like to put the box somewhere, probably

---

## TAX DISTRICT

---

### Financial Report

- Discussed giving a raise to our employees Rosa Alice, Todd Ballance, and Jan Willis
  - Rosie and Todd are paid by the hour, and Jan is paid monthly
- A motion was made to give all employees a raise; motion passed unanimously

### Buildings and Grounds

- There is a squeaky swing at the new playground; Todd will fix it
- Need to order another new picnic table
- **Civic Center**
  - The doors have still not been fixed, but those repairs are an absolute necessity for safety reasons and need to be made a priority

### Rentals

- Need to revise the contract and the terms and agreements
  - There are some inconsistencies between the contract and the online form, which is causing some confusion, especially with the Community Building

- We also need Spanish language versions

### **Old or New Business**

- none

---

## **CIVIC ASSOCIATION**

---

### **Financial Report**

- Not much to report

### **Review of Minutes**

- Minutes accepted as written

### **Committee Reports**

- **Recreation and Education**
  - 1st Full Moon Hootenanny is on June 14th from 7:00 to 9:00 pm
  - Need to publicize more
- **July 4th**
  - Golf Cart parade and cookout will take place as planned
- **Scholarship**
  - Two scholarships were awarded, to Clara Oden and Rennie Parker
- **Offshore Open**
  - Didn't lose money, despite challenges and last-minute adjustments; people were happy

### **Old/New Business**

- Motion to approve the construction of the Free Little Library somewhere near the Civic Center; motion passed unanimously
  - Would like to also place a bench by the structure

**Meeting adjourned at 7:55 p.m.**

# **Hatteras Village Civic Association**

Board Meeting Minutes

8 June 2022

---

No meeting due to the late date of the May meeting because of HVOO. July meeting will be pulled ahead a week to account for time then return to regular day/time schedule in August.

# Hatteras Village Civic Association

Board Meeting Minutes

6 July 2022

---

## Meeting called to order at 7:07 pm

**Members in attendance:** Karla Jarvis, Jordan Tomberlin, Christina Hicks, Jenna Willis, Sam Midgett, Laurie Parker

**Public Comment Period:** Shirley Wicker, with the Hatteras Island Ocean Center, spoke about an opportunity for the village: basically, Eric Kaplan, who started the Ocean Center, would like to donate it, along with the adjacent tract of land and the connecting marsh walkway to the village. The rough estimate of the cost to maintain and operate the Ocean Center would be about \$20,000 per year. The storefront generates some revenue through retail sales, as well as the programs that it offers (like kayaking tours and turtle patrol excursions). Further, there are donors and benefactors that could help offset operational costs. There are also a number of opportunities to increase revenue and expand the current programs and partnerships. Shirley presented some visitation numbers and program overviews from the past year.

---

## TAX DISTRICT

---

### Financial Report

- Collected more in rent and tax revenues than expected, which is good, because it puts us on track to pay back the RedLeg grant that paid for the sidewalks

### Buildings and Grounds

- **Civic Center:**
  - Sign still not done
  - Kellog is going to come and give us a quote on the doors and get them fixed!
- **Playground:**
  - New Picnic table will be ordered soon

### Rentals

- Slight increase in rentals, with quite a few bookings for September and October

### Old or New Business:

- none

---

## CIVIC ASSOCIATION

---

### **Financial Report**

- We are expecting another check from Offshore Open t-shirt sales, and there are some surf fishing tournament entries coming in, but other than that, there isn't much new to report

### **Review of Minutes**

- Minutes accepted as written

### **Committee Reports**

- **Recreation and Education**
  - July 4th was a big success, as always; lots of positive feedback from the community
  - The July Full Moon Hootenanny is next Wednesday from 7:00 to 9:00 pm
- **Surf Fishing Tournament**
  - The committee decided to raise the entry fee by \$10 per person to offset costs of the event
- **Day at the Docks**
  - Discussed the issue of insurance, and whether some of the water-related events, like the marsh tours and the survival suit races, would be covered under our policies. Carol is looking into it.
  - Would like to look into getting food trucks
  - Would also like to look into setting up a beer/wine sales area to generate some revenue

### **Old/New Business**

- Discussed the Ocean Center Proposal. Pretty much everyone agreed that it would be an asset to the village and sounds like a good opportunity, but there were also concerns about finances and how we would operate the programs without the interns.
- Ultimately, the board voted to accept the opportunity; the motion passed unanimously
  - Karla will get in touch with Kaplan

**Meeting adjourned at 8:29 pm**

## **Hatteras Village Civic Association Board Meeting Minutes 10 August 2022**

Meeting called to order at 7:08 pm

Members in attendance: Karla Jarvis, Christina Hicks, Laurie Parker, Carol O'Neal, Wes Sigmon

---

## TAX DISTRICT

---

### Financial Report

New year for the tax district so we are in the negative.  
Audit is underway.

### Review of Minutes

Minutes accepted as written

### Buildings and Grounds

- Karla had a very productive meeting with building staff
- Changes to the building agreements for rentals need to be made - changes include adjustments to rental times, rules, prices. Wording on lease was discussed. Finalized lease will be voted on at next meeting. Changes will take effect Jan 1, 2023.
- Jot forms and online payment were suggested to make it easier.
- Civic Center - Doors have been ordered from Kelloggs. No call back from Kelloggs yet.
- Community Building - Ceiling tiles need replacing due to a moisture problem. We have plenty of tiles so it is no problem. The library employees will be asked to prop doors open in the evening to help prevent further issues.

### Old or New Business:

- Ocean Center - discussed the need to keep the apartment for the interns so we have interns and they have a place to live.

### Civic Association Committees:

- Surf fishing tournament is ready to roll. Go Karla!
- Day at the Docks - working on it.

Meeting adjourned at 7:49 pm

## **Hatteras Village Civic Association Board Meeting Minutes 31 August 2022**

Meeting called to order at 7:03 pm

Members in attendance: Karla Jarvis, Christina Hicks, Laurie Parker, Wes Sigmon, Dan Oden, Sam Midgett, Erin Trant, Jordan Tomberlin

This counts as September meeting when we will be in between HVSFT and DATD and too busy to meet.

---

## TAX DISTRICT

---

### **Financial Report**

- Not a lot to report.

### **Review of Minutes**

- Minutes accepted as written

### **Buildings and Grounds**

- Karla reached out to Jonathan about propping doors open to help with the moisture problem, nothing else since last meeting.

### **Old or New Business:**

- Ocean Center - discussed the need to keep the apartment for the interns so we have interns and they have a place to live. Unanimously agree we must be able to house **interns**.
- 

## CIVIC ASSOCIATION

---

### **Financial Report**

- Surf fishing tournament entries coming in and Seafood Under the Stars seats selling quickly.

### **Review of Minutes**

- Minutes accepted as written

### **Civic Association Committees:**

- Surf fishing tournament is ready. Will need help setting up table and chairs at the building on the 6th or 7th.
- Day at the Docks is coming together nicely; tents are to be delivered on Sept. 16 along with tables. Fessenden Center will be bringing bleachers for the main event tent and stopping at school to pick up the ones from there.

Meeting adjourned at 7:42 pm

## **Hatteras Village Civic Association**

### **Board Meeting Minutes**

**12 October 2022**

Meeting called to order at

Members in attendance: Karla Jarvis, Natalie Scott, Dan Oden, Jenna Aiken, Laurie Parker, Jordan Tomberlin

---

## TAX DISTRICT

---

## **Financial Report**

County sent \$85,000 in tax revenues; finishing up audit

## **Buildings and Grounds**

- **Community Building**
  - Artifacts have been removed from display cases in the library/community building
  - Carpet needs to be cleaned
  - Picnic table requested for playground
  - Glen is going to look at the AC in the meeting room above the post office
- **Civic Center**
  - The transformer, freezer unit, and modem are getting fixed.

## **Rentals**

- Picking up a lot; new rental agreement for review

## **Old or New Business**

- Review of rental applications
  - Christmas lights
    - Pole lights need to be repaired; lights need to be ordered
- 

# **CIVIC ASSOCIATION**

---

## **Financial Report**

- Pleased with the revenue from both the Surf Fishing Tourney and Day at the Docks
- DATD T-shirt sales are ongoing; available through website and soon, at the Oden's Dock Marina Store

## **Review of Minutes**

- Correct attendance: Jenna present, Wes absent
- 

## **Committee Reports**

- Recreation and Education
  - Halloween Cookout & Haunted Trail coming together nicely
  - Professional haunt designers have volunteered to help set up the trail this year; still need volunteers to participate
    - One night only: Saturday, October 29th
  - Trunk-or-Treat and cookout will be held at the church parking lot, as usual, on Halloween night
- Christmas
  - Tree lighting will take place this year; will contact the fire department to find out details & schedule
    - Would prefer to do take-out soup and salad at the community building, rather than a full dinner at the Civic Center
  - Pole lights (again--repairs are necessary; many of the light strands need to be painted, lights re-strung, and bulbs replaced
    - looking into the best way to do that
  - Christmas Parade scheduled for December 10th at 2:00 pm

- Starry Nights
  - Natalie and Jenna are going to take over this event,
    - typically the 2nd weekend in February
    - There is grant money available and established contacts/connections
- Waterfowl Festival
  - Will be taking place this year, in February; more details to come

**Old/New Business**

- None

Meeting adjourned at 8:07

**Hatteras Village Civic Association  
Board Meeting Minutes  
9 November 2022**

Meeting called to order at: No Quorum  
Members in attendance: Karla Jarvis, Jordan Tomberlin

---

**TAX DISTRICT**

---

Financial Report

- Buildings and Grounds
- Community Building
- Civic Center

Rentals

Old or New Business

---

**CIVIC ASSOCIATION**

---

Financial Report

Review of Minutes

Committee Reports

- Recreation and Education

- Christmas
- Starry Nights
- Waterfowl Festival

Old/New Business

Meeting adjourned at

It was decided that since no other board members showed, a meeting will be rescheduled for next Wednesday.

# Hatteras Village Civic Association

Board Meeting Minutes

07 December 2022

---

**Meeting called to order at**

**Members in attendance:** *Karla Jarvis, Natalie Scott, Jenna Aiken, Laurie Parker, Jordan Tomberlin*

---

## TAX DISTRICT

---

### Financial Report

- Carol reported that we are ahead on tax revenues and rentals, more in line with regular revenue

### Buildings and Grounds

- **Community Building**
  - Carpet in big room was cleaned
  - AC in the meeting room above the post office is fixed
- **Civic Center**
  - The transformer, freezer unit, and modem all fixed
  - New street light by sign was preventing light sensor from turning on sign; Todd made a cover and it seems to be working
  - Solar lights have arrived for installations

### Rentals

- New agreement will begin on January 1

## Old or New Business

---

### CIVIC ASSOCIATION

---

#### Financial Report

- Not a lot going on

#### Review of Minutes

- Laurie made a motion to accept (October) minutes; no meeting in November; Natalie seconded

#### Committee Reports

- **Recreation and Education**
  - Trail lights have halted due to vandalism; will continue when replacements arrive
  - Christmas Parade will be Saturday, prize amounts confirmed (1<sup>st</sup>- \$500; 2<sup>nd</sup>- \$300, 3<sup>rd</sup>- \$200 and gold cart-\$100); everything is a go!
  - Annual meeting will be on January 11th; dinner at CC and meeting to discuss HIOC.
- **Starry Nights**
  - Jenna and Natalie are investigating options for this event
- **Waterfowl Festival**
  - Will be taking place this year, in February 24-25; Tickets to Friday night will go on sale on January 6<sup>th</sup>.

#### Old/New Business

- Charitable Giving
  - Amount given remains at same level as last year when many amounts were increased
  - Passed unanimously
  - Motion was made by Laurie to increase employees' Christmas bonus; Karla seconded it, motion passed unanimously.

Laurie made a motion to adjourn, Natalie seconded it.

**Meeting adjourned at 7:42.**