

Hatteras Village Civic Association

Board Meeting Minutes

January 2024

Town Meeting

Hatteras Village Civic Association

Board Meeting Minutes

14 February 2024

Meeting called to order at 7:11 p.m.

Members in attendance: *Erin Trant, Jordan Tomberlin, Jenna Willis, Laurie Parker, Natalie Scott, Karla Jarvis (by proxy)*

TAX DISTRICT

Financial Report

- Little to report; things look consistent with last year

Buildings and Grounds

- **Civic Center**
 - New bowls and baking sheets and utensils were ordered and placed in the kitchen
 - New chairs and chair racks will be ordered soon
 - Have to get panic bars for the doors, otherwise occupancy drops to 100
 - They have been ordered but not installed
 - Todd has proposed that we move the DMV outlet to the inside so that there is more power for music, etc.
 - Motion passed unanimously

Rentals

- Nothing to report

Old or New Business

- None

CIVIC ASSOCIATION

Financial Report

- Almost half of Waterfowl tickets had been sold by the end of January; more still trickling in

Review of Minutes

- None--last meeting was Annual Meeting, so no notes to approve

Committee Reports

- **Starry Nights**
 - Big success
- **Waterfowl Festival**
 - Need help with setting up tables and chairs on Wednesday; help breaking everything down on Saturday evening

Officer Elections

- Motion to keep the slate of officers the same with the exception of replacing Jordan Tomberlin as Secretary.
- Motion to make Laurie Parker secretary passed unanimously
- Officers are:
 - **President:** Karla Jarvis
 - **Vice President:** Erin Trant
 - **Secretary:** Laurie Parker
 - **Treasurer:** Sam Midgett

Committee Selections

- **Buildings & Grounds**
 - Karla
 - Sam
 - Nick
- **Recreation and Education**
 - Karla
 - Laurie
 - Jordan
 - Christina
 - Jenna
 - Natalie
- **Waterfowl Festival**
 - Karla
 - Jordan
 - Sam
 - Laurie
 - Erin
- **Scholarship**
 - Christina
 - Jordan
 - Laurie
- **Offshore Open**
 - Dan
 - Erin
- **Surf Fishing Tournament**
 - Karla
 - Nick

- Jordan
- Natalie
- **Day at the Docks**
 - Christina
 - Laurie
 - Natalie
 - Nick
 - Karla
- **Nominating Committee**
 - Erin
 - Jordan
 - Jenna
- **Christmas**
 - Karla
 - Nick
 - Sam
 - Natalie
 - Laurie
 - Erin
- **Ocean Center**
 - Karla

Old/New Business

- None

Meeting adjourned at 7:36 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

13 March 2024

Meeting called to order at 7:03 p.m.

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

TAX DISTRICT

Financial Report

- Nothing to report at this time

Buildings and Grounds

- **Community Building**
 - Tile needs replacing in library - an estimate has been received from Galem Revels. Motion was made by Erin to accept bid and replace, seconded by Jordan, all voted in favor
 - Todd has patched walls where a previous display was and he will paint if he can fit it in.
- **Post Office/Meeting Room**
 -
- **Civic Center**
 - Doors have been addressed and panic bars have been installed by Elizabeth City Glass
 - New chairs have been ordered

Rentals

- No rentals the rest of the month

CIVIC ASSOCIATION

Financial Report

- Relatively quiet right now

Review of Minutes

- February were minutes were accepted and seconded

Committee Reports

- **Scholarship Committee:**
 - Scholarship application will be presented to eligible seniors
 - Deadline of April 27, 2024
 - Board reviewed rules regarding Hatteras Village residency regarding eligibility
- **Recreation/Education**
 - No open weekends for a roadside clean-up. We will plan one for the fall.
 - Village Yard Sale discussed for a future date
- **HVOO**
 - May 14 - Captain's meeting
 - Fishing - May 15, 16, 17, 18
 - It's going to be big. Every slip in the village is almost booked.
 - Rules committee would like to review director liability policy - what does it cover in the event of a mistake?
 - Rules need to be reviewed by an attorney - an engagement letter from attorney is needed for board to vote to accept
 - Dan Oden is the overlapping member of the HVCB and the 7 judge rules committee

Old/New Business

- A few issues on the playground need to be addressed - lose boards, etc. by Todd
- A picnic table is needed for the playground - discussed possible options

Meeting adjourned at 7:39 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

10 April 2024

Meeting called to order at 7:08 p.m.

Members in attendance: *Karla Jarvis, Carol O'Neal, Jenna Willis, Dan Oden, Erin Trant, Jordan Tomberlin, Laurie Parker, Christinia Hicks (Virtual)*

TAX DISTRICT

Financial Report

- \$10,500 Revenue through March
- No unexpected repairs

Buildings and Grounds

- **Community Building**
 - At the library, replacement of tiles is moving forward
 - Roof was leaking, it was fixed, then after a hard rain, it began leaking again. Daniel Garcia has been contacted and is working on repair.
 - Concerns about Pole Light Storage at Community Building - Currently being stored in the chair room. Is this a safe - for the patrons and for the light? Further discussion will be held about their storage.
- **Post Office/Meeting Room**
 - Nothing to report
- **Civic Center**
 - New white chairs were purchased to replace black chairs that were purchased in 2004. Chairs have arrived and they were unpacked (Thank you, Todd!). Very nice with replaceable seat cushions.

Rentals

- On Par

CIVIC ASSOCIATION

Financial Report

- We have received \$14,000 in sponsorship checks for the Offshore Open.
- Card Rack Bill received from Island Free Press

Review of Minutes

- April minutes were accepted and seconded

Committee Reports

- **Scholarship Committee:**
 - Scholarships due April 12, 2024
- **Recreation/Education**
 - Nothing to report
- **HVOO**
 - Hired an attorney to work on rules update
 - Looking for available boat slips in the village
 - Laura got the shirts last week
- **Surf Fishing Tournament**
 - John Kelmer is taking over the head judge position from Bill Ballance. John has some great ideas for the tournament.
- **Ocean Center**
 - Volunteers are needed until interns arrive to work in the gift shop Monday - Wednesday 1:00-4:00. Christinia will check with the Ladies' Fire Auxiliary about possible volunteers.
 - Four junior and senior female college interns will arrive May 10.

Old/New Business

- Could the Civic Board front the money to renovate the cook shack for the Fish Fry? A motion was made in favor and seconded.
- Bridge replacement - Speculated that it will happen next year. Drainage in the village will be addressed in the process.

Meeting adjourned at 7:45 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

15 May 2024

Meeting called to order at 7:10 p.m.

Members in attendance: *Karla Jarvis, Carol O'Neal, Jenna Willis, Sam Midgett, Natalie Scott*

TAX DISTRICT

Financial Report

- Been relatively quiet
- REDLEG has been paid for the year
- Collections are more than anticipated, that's good

Buildings and Grounds

- **Community Building**
 - At the library, replacement of tiles is done
 - We need to schedule a carpet/upholstery cleaning for tile dust; Sam will have cleaner contact Michelle about best time/day
 - Concerns about Pole Light Storage at Community Building – locking devices to be installed to alleviate concerns about stealing/safety
- **Civic Center**
 - Issue with hot water heater addressed; should be good
- On par with rentals

CIVIC ASSOCIATION

Financial Report

- Not really anything but HVOO at this point

Review of Minutes

- April minutes were accepted and seconded

Committee Reports

- **Scholarship Committee:**
 - Three applicants, all will be recipients
- **HVOO**
 - Happening, 69 boats
 - Concerns and discussion about parking lot; future project as tax district prefers to wait until REDLEG is paid off
- **July 4th**
 - Board commits to regular stuff, Sam on grill, Karla on parade

Old/New Business

- Board is on board to support Fish Fry as we can

Meeting adjourned at 7:39 p.m.

Hatteras Village Civic Association

Board Meeting Minutes 12 June 2024

Meeting called to order at 7:09 p.m.

Members in attendance: *Karla Jarvis, Carol O'Neal, Nick Stutts, Christinia Hicks,*

Laurie Parker

Financial Report

TAX DISTRICT _____

- - More taxes collected than expected. Expenses are less than expected. That's good.
- - REDLEG loan - when it is paid off, we will look into expanding the parking lot at the civic center.

Buildings and Grounds

- - **Community Building**
 - Starlink is being installed at the Community Building - this will give internet access to the area. If there is no cellular service, this will be a call zone.
 - Repairs on the roof are complete. With the roof done, cosmetic repairs can proceed. King's is coming to clean carpets.
- - **Post Office/Meeting Room**
 - Nothing to report

- **Civic Center**

- Nothing to report

- **Trail**

- Further repairs are needed. Boards are missing on benches on the walkway.

Karla will ask Todd to triage. Laurie will contact Wayne Hooper about repairs.

- Rentals on par.

Rentals

Financial Report

CIVIC ASSOCIATION

- ● Offshore open has been added and a few other little bills.
- ● Look for Fish Fry money to be added next month **Review of Minutes**
- May minutes were accepted and seconded **Committee Reports**
 - ● **HVOO**
 - ○ The tournament was successful. 69 boats total.
 - ○ Incentive to register early would like to be considered. Of the 69 boats, 61 registered just prior to start.
 - ● **July 4th** - 5:30 food will be served. 6:00 Parade. Sam on grills. Laurie on golf cart parade. Karla overseeing all.

- ● **HVSFT** - September 5, 6, 7 - John Kelmer will be head judge. He would like to meet to discuss ideas.
 - ● **DATD** - September 14. Seafood Under the Stars - September 13. Discussed Seafood Throwdown participates, when to begin advertising, and where to advertise. Committee will meet June 20 at 7:00.
Old/New Business
 - ● Interns at Ocean Center are in place and doing fine.
 - ● Playground rules sign is gone.
- Meeting adjourned at 7:44 p.m.**

Hatteras Village Civic Association

Board Meeting Minutes 10 July 2024

Meeting called to order at 7:07 p.m.

Members in attendance: *Karla Jarvis, Carol O'Neal, Christinia Hicks, Jenna Aiken,*

Erin Trant, Laurie Parker

Financial Report

TAX DISTRICT _____

- - End of the year - Rent and taxes collected is more than expected. More than was budgeted was spent on administration fees this past year.
- - REDLEG loan - \$103,000 still owed. It will be paid off in 2024-2025 fiscal year. **Buildings and Grounds**

• Community Building

- With repairs on the roof complete, Jorge will do the cosmetic repairs (sheetrock).

• Post Office/Meeting Room ○ Nothing to report

• Civic Center

- The civic center is not rented for the rest of July. It was discussed to call King's to steam clean the floors.

• Trail

- The boards on the walkway have been repaired. Wayne Hooper has been contacted about general repairs this fall.

Rentals

- A bounced check was received for a past rental on the Civic Center. Carol will pursue.

Old/New Business

- Salary Increase - The Tax Trustees approved a 5% pay increase for Todd, Rosa-Alice, Jan, and Carol in the budget.

Financial Report

CIVIC ASSOCIATION

- ● Fish fry is included.
- ● Much busier at the Ocean Center
- ● Surf Fishing tournament entry fees are beginning to come in

Review of Minutes

- May minutes were amended to include that the Civic Center, in addition to the Community Building, is getting Starlink. Minutes were accepted and seconded.

Committee Reports

- ● **July 4th** - Event was a success with 560 hamburgers and hot dogs served. 52 golf carts participated in the parade with four more jumping on the end after it began (56 total). Having three grills was very helpful.
- ● **HVSFT** - September 5, 6, 7 - Registrations are already coming in. John Kelmer met with Karla to discuss potential rule changes and ideas.
- ● **DATD** - September 14. Seafood Under the Stars - September 13. The committee has met and planning is in progress. Willis Boat Landing location has been confirmed with the property owner. Tyler from Toucana Grill and Brandon from The Froggy Dog will compete in Seafood

Throwdown. Discussed selling tshirts from prior HVCA events. The design for 2024 tshirt will be a new design.

Old/New Business

- ● **Christmas Pole Lights** - New lights were not ordered. There are concerns about CHEC changing electric poles to concrete. Also, lights cannot be placed on Eagle Pass due to no necessary boxes on the poles.
- ● **Ocean Center** - clarified intern stipend and distribution regarding time spent working during the summer.
- ● **Bridge project** - will not begin before September 9, 2024. The Christmas parade route will have to be changed.

Meeting adjourned at 7:42 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

14 August 2024

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

Members in attendance: *Karla Jarvis, Christinia Hicks, Erin Trant, Dan Oden, Laurie Parker*

The meeting began with Captain Ernie Foster addressing the board regarding The Blessing of the Fleet. He asked that we encourage commercial fishing boats to participate in the Blessing Of the Fleet. Emphasizing the commercial boats would shed a positive light on the industry and community.

TAX DISTRICT

Financial Report

- No financial report - Carol is out of town.

Buildings and Grounds

- **Community Building**
 - We are working on getting a locksmith to open the Marlin Case and replace the lock. The light inside the case is strobing and needs correcting.

Rentals

- Not many bookings this summer. Booked more in September.

Old/New Business

- Rosa-Alice is out for health reasons until further notice. Karla is donating her time so Rosie can continue to be paid. Board would like to send flowers from HVCA.

CIVIC ASSOCIATION

Review of Minutes

- July minutes were accepted and seconded.

Committee Reports

- **HVSFT** - September 5, 6, 7 - John Kelmer is head judge. Some teams have registered. There are concerns about the “aging teams” leading to waning participation.
- **DATD** -
 - Chef Tyler Naughton will cook for Seafood Under the Stars dinner. He has planned the menu and created his shopping list and is super excited. 1/3 tickets have sold already after only three days. Laurie is contacting servers for the event.
 - Committee will meet Sunday at 1:00 -
 - Four artist spots left
 - Educational slots are full
 - Fairbanks family will organize the concrete marlin competition
 - Ask Frisco Rod & Gun to sponsor the concrete marlin and provide the prizes

Old/New Business

- **Christmas Pole Lights** - Six new pole lights were ordered so Eagle Pass will have lights since Eagle Pass will be the main road during bridge construction.
- **Trail**
 - Wayne Hooper is not available. Wayne suggested Johnny Conner to do the work. He will be contacted.
- Bridge Replacement will begin after September 16. Projected completion is Mid-May.

Meeting adjourned at 7:42 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

18 September 2024

Meeting called to order at 7:00 p.m.

Members in attendance: *Karla Jarvis, Erin Trant, Dan Oden*

The meeting was held a week later than usual due to a unanimous postponement because of Day at the Docks preparation last week.

TAX DISTRICT

Financial Report

- Carol reported that there was not a lot going on right now. The buildings were not rented much in August or September but will be picking back up for the fall.

Buildings and Grounds

- **Community Building**
 - Todd was able to get the case open and fix the light. A new lock has been installed.

Rentals

- Need to update the chair and table placement documents at the CC due to the new chair arrangement.

Old/New Business

CIVIC ASSOCIATION

Review of Minutes

- July minutes were accepted and seconded.

Committee Reports

- **HVSFT** – The tournament was successful, people had many positive comments about the changes that were made.
- **DATD** -
 - Seafood Under the Stars was also successful and well received.

- Even with the weather, this year's DATD was very successful and will long be remembered!

Old/New Business

- **Christmas Pole Lights** – Arrived and at Karla's house. Andy was volunteered to retrieve them and put them in the Community Building, Dan volunteered to help.
- **Trail** – Repair work has begun again on more of the trail boardwalk, primarily the area identified as having termite damage.
- **Haunted Trail** – Karla will call a meeting for all interested in getting that together. She will organize the grill and Trunk or Treat on Halloween as usual.

Meeting adjourned at 7:32 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

9 October 2024

Meeting called to order at 7:12 p.m.

Members in attendance: *Karla Jarvis, Carol O'Neal, Jenna Willis Aikens, Jordan Tomberlin, Laurie Parker, Erin Trant (Virtual), Christinia Hicks (Virtual)*

TAX DISTRICT

Financial Report

- Bank balance is growing
- By the end of the year, the Red Leg loan will probably be paid off.

Buildings and Grounds

- Starlink is up and running at the Civic Center but not at the Community Building
- We received a letter from the county stating that the low pressure water system company we have used in the past is out of business. We need to find another company. Erin may have a contact.

Rentals

- Rentals have been light but are picking up for fall. All HVCA events have been reserved.
 - If rentals are light in January, an inventory and deep cleaning need to be done, including steam cleaning the tile
-

CIVIC ASSOCIATION

Civic Association: Financial Report

- Day at the Docks made a considerable profit over past years; still accounting being done.
- SURF Fishing Tournament made about \$4,600 - we will give the tournament one more year, if profits do not increase, we will need to discuss the future of this event

Review of Minutes - Additions/Deletions/Corrections - Approved and Accepted

Committee Reports

- **Haunted Trail** - Voted to cancel this year due to bridge construction and lack of manpower, board members can't help, other volunteers fell through. Hope to resume next year.
- **Hallo Grill** - will be done in the community building parking lot due to bridge construction. Spots will be reserved for trunk or treat.
- **Christmas Parade** - Brainstormed possible routes with bridge construction underway. Considering lining up on Kohler and Marlin Club road with marching band at the Community Building and going to the museum.

Old/New Business

- **Christmas Pole Lights** - have been delivered and are stored at the Community Building. Sam met with Earl re: new concrete electric poles. Assured that plenty of poles will be available for lights. CHEC will put plugs on Eagle Pass.
- **Trail** - work is completed for money budgeted.
- **Blue Zone** - Jenna had some information - send people to make recommendations for the environment to help people live better, longer lives.
- **Ocean Center** - board discussed and voted to offer a part time position to Shirley if she is interested; if not, will discuss from there.

Meeting adjourned at 8:00 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

12 November 2024

Meeting called to order at 7:11 p.m.

Members in attendance: *Karla Jarvis, Carol O'Neal, Laurie Parker, Erin Trant, Christinia Hicks*

TAX DISTRICT

Financial Report

- Rent income is down. Everything else is moving along as expected.

Buildings and Grounds

- Starlink is up at the Civic Center and Community Building. We are working to get Starlink extended to the Post Office. Carol will cancel Centurylink.
- Low pressure water system - Carol will contact the company.
- Todd covered the planter on the playground.
- Tower at the community building is finished.
- Steps and retaining wall need fixing. Jorge and Todd will get an estimate to repair or replace.
- Parking lot at the Community Building/Post Office is constantly full of trash and cigarette butts. We need to either get Todd to blow it regularly OR include in Christian's contract to clean it.
- Carol is working with Christian to get mulch spread at the trail. It has been delivered and we are just waiting on Carroll Midgett to have time to spread it.

Rentals

- Rentals have been light.

CIVIC ASSOCIATION

Civic Association: Financial Report

- More Day at the Docks t-shirts have been sold.
- A few Day at the Dock expenses have been paid.
- Breakfast with Santa tickets are already selling.
- The fish fry group needs to meet and discuss the distribution of money.
- Yearly giving was discussed and organizations to donate to were approved.

- The bulkhead of the turtle pond at the Civic Center is collapsing. Carol will check with Dennis about who owns the pond (us or Hatteras Estates).
- Todd put up basketball goals at Civic Center - they look great!
- Karla is still cleaning the community building. Someone needs to be hired soon until Rosa Alice is back in action.

Review of Minutes - Additions/Deletions/Corrections - Approved and Accepted

Committee Reports

- **Tree Lighting** - December 3, 2024 - Soup dinner - Rachel will MC. Christinia will ask Ladies' Fire Auxiliary to help out. Prep will be Sunday and Monday.
- **Breakfast with Santa** - December 14, 2024 - Karla has it under control
- **Christmas Parade** - Floats will line up on Kohler (trucks) and Marlin Club road (smaller floats). Parade viewing will be from the Read and White to Teach's.

Old/New Business

- **Annual Meeting** - January 8, 2025 at 6:00 the Civic Center.
- **Ocean Center** - Karla met with Shirley and discussed being a part time, paid position to keep the center operating as a great attraction in the community. She will think about it and get back with us.

Meeting adjourned at 7:58 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

16 December 2024 (Rescheduled date due to all the Christmas Activities)

Meeting called to order at 7:11 p.m.

Members in attendance: *Karla Jarvis, Carol O'Neal, Laurie Parker*

TAX DISTRICT

Financial Report

- Rent income is down. Everything else is moving along as expected.

Buildings and Grounds

- Nothing new to report

Rentals

- Rentals have been light but there are a few events planned in January.
-

CIVIC ASSOCIATION

Civic Association: Financial Report

- December events just happened and things will quiet down, nothing else to expect activity on until February.

Review of Minutes - Additions/Deletions/Corrections - Approved and Accepted

Committee Reports

- **Tree Lighting** - Went well and seemed to be well received.
- **Breakfast with Santa** - Was down a little this year but enjoyed by all that came!
- **Christmas Parade** - Went much better than expected, very smooth and fun!

Old/New Business

- **Annual Meeting** - January 8, 2025 at 6:00 the Civic Center. Baked ziti and fixings! Karla and Jordan have it covered.

Meeting adjourned at 7:22 p.m.S