

Hatteras Village Civic Association
Board Meeting minutes
27 January 2021

Annual Meeting was canceled due to Covid. Touchless Community Dinner at Civic Center was held with general elections.

Hatteras Village Civic Association

Board Meeting Minutes
10 February 2021

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

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

TAX DISTRICT

Financial Report

- Tax collections were a little bit lower compared to last year
 - Carol believes this is a result of the county sending out the bills later this year
- Construction on the pathways is set to start soon and be done in roughly 16 weeks

Buildings and Grounds

- Not much to report other than the flagpole is down at the post office
- **Civic Center**
 - basketball goals that were ordered won't ship because they are damaged, so we will need to find replacements
- **Eagle Pass Road Project**

- Signs to indicate foot traffic only will go up as soon as the Christmas decorations are down

Rentals

- Currently there's nothing on the books for February or March

Old or New Business

- Tax board has asked Jeff Oden to replace Ricki Shepherd on the board

CIVIC ASSOCIATION

Financial Report

- Received a contribution of \$500, which was actually a check that never cleared from the church
- Utilities have been paid
- Donation from the fish fry has been added

Review of Minutes

- Minutes were accepted as written, Motion made by Sam, Wes seconded

Committee Selection

- **Buildings & Grounds**
 - Karla
 - Sam
- **Recreation and Education**
 - Karla
 - Laurie
 - Jordan
 - Christina
 - Natalie
- **Waterfowl Festival**
 - Karla
 - Jordan
 - Sam
 - Wes
- **Scholarship**
 - Christina
 - Jordan
 - Laurie
- **Offshore Open**
 - Dan
 - Erin

- **Surf Fishing Tournament**

- Karla
- Erin
- Jordan
- Jenna
- Natalie

- **Day at the Docks**

- Christina
- Laurie
- Jenna
- Natalie

- **Nominating Committee**

- Jordan Tomberlin
- Erin Trant
- Jenna Willis

- **Christmas**

- Wes
- Sam
- Erin

Ad Hoc Committees (proposed)

- **By-Laws Committee**

- The bylaws were written in the 80's and haven't been revised or edited since then
 - Wes
 - Karla

- **Eagle Pass Expansion**

- Property existing on Eagle Pass near the current Eagle Pass Park; Idea is to explore the idea of purchasing the property and expanding our recreational offerings
 - Wes
 - Karla

- The creation of both committees passed unanimously

Committee Reports

- **Scholarship**

- We should look into the possibility of adjusting the required volunteer hours for senior applicants, given the ravages of Covid and the subsequent lack of viable volunteer opportunities
- Jillian Webster transferred from a 2-year college to ECU and applied for additional funds
- Due to Covid, we waived the in-person interview in favor of virtual meetings

- Christina read Jillian's letter to the board. It was wonderful
- Board voted to approve additional funds for Jillian

Selection of Officers

- Motion to keep current officers in their positions passed unanimously
- **President**
 - Current: Karla Jarvis
 - New: Karla Jarvis
- **Vice President**
 - Current: Erin Trant
 - New: Erin Trant
- **Secretary**
 - Current: Jordan Tomberlin
 - New: Jordan Tomberlin
- **Treasurer**
 - Current: Dan Oden
 - New: Dan Oden

Old/New Business

- Welcome to our new members: Laurie Parker and Jenna Willis
 - Laurie was appointed in December to take Cameron Whitaker's place, Jenna Willis was elected at the annual meeting (Tomberlin and Trant were reelected at the annual meeting)
- Annual meeting was a big success given the circumstances
 - Special thanks to Linda O'Neal for helping with sign up, Carol O'Neal for handling the election, the Oden and Parker girls for managing the deliveries
 - It went so well that the rec & ed 15
- Dare County has changed their grant application process, and the new procedures will not be advantageous for us

Meeting adjourned at 7:47 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

10 March 2021

Meeting called to order at 7:15

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

TAX DISTRICT

Financial Report

- Moving ahead with pathways; meeting Friday with contractors
 - No official start date yet, but probably within the next three weeks
- Not quite to the same level of property tax collection as last year, but that will probably change
- Repairs to bathroom at the community building
- Budget approval should be coming in April 2nd, so there will need to be a meeting between tax district and civic association boards to discuss

Buildings and Grounds

- **Community Building**
 - Natalie suggested that we put a lock on the breaker box at the playground, since kids can reach it; seems like a problem.
- **Civic Center**
 - Tod met with fire marshall and there were issues with the side doors
 - Karla and Sam looked at doors and determined that the all doors except front door and back kitchen door need to be replaced to address current issues and expected future issues as the back doors are the same as the current issue doors with less use.

Rentals

- Currently still operating under COVID restrictions (no word yet that we should do otherwise)
 - One wedding was scheduled but has been cancelled
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CIVIC ASSOCIATION

Financial Report

- Check to send off for the trophies for the Offshore Open

Review of Minutes

- Motion to accept minutes as written; passed unanimously

Committee Reports

- **Recreation and Education**
 - Pass Trail Clean-Up project last Sunday
 - Volunteers made a list of missing trail markers, loose boards and railings
 - Ocean Center interns are coming back this year and are going to take care of the repairs and replacements, as well as some other projects
 - Organizing a road-side cleanup project for March 20th
 - Volunteers will clean up designated sections, return to the civic center for a hot dog lunch
 - 16 volunteers have signed up already!
- **Scholarship**
 - Christina sent out an email to the committee on how to adjust volunteer hour requirements for this year's applicants
 - Decided to cut the community service hours requirement to 50 for this year's applicants (due to COVID & the cancellation of events at which they could volunteer)
- **Offshore Open**
 - Planning and adjusting; sponsorship money and entries are coming in
 - Biggest hurdle right now is the state of the channel
 - Dan and Natalie suggested that write a letter to the board of commissioners from the HVCA addressing this issue, and the board agreed it would be a good idea
 - Governor's Cup dues have doubled (now \$2,000); no longer Governor's Cup but new entity
- **Surf Fishing Tournament**
 - Already getting emails about whether the event will take place this year
 - Currently, operating on the plan that it WILL happen, just maybe not as it has in the past, depending on the restrictions

Old/New Business

- Gravel at the Eagle Pass property: Karla discussed with Ricki Shepherd that gravel might not be the best idea and that pine mulch would be a better option.

Meeting adjourned at 7:40

Hatteras Village Civic Association

Board Meeting Minutes
April Minutes are coming.....

Hatteras Village Civic Association

Board Meeting Minutes 19 May 2021

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

Members in attendance: *Karla Jarvis, Jordan Tomberlin, Erin Trant, Laurie Parker,*

Dan Oden, Jenna Willis, Wes Sigmon

TAX DISTRICT

Financial Report

- Replaced budget with amended budget

Buildings and Grounds

- - Basketball goals are on the way
- - Playground not in great shape, not in compliance with a number of codes, needs to be replaced as soon as possible
 - Wes is talking to someone who can probably get down here pretty quickly

- - Estimating a \$40,000 to \$50,000 budget right now

- - Erin motioned to move forward with playground replacement, it was seconded and the motion passed unanimously

Rentals

- Nothing new to report

Old or New Business

- Sidewalk update
 - - Things are moving along quickly

 - - Working on getting appropriate signage as part the grant agreement

Financial Report

- - Not much to report

 - - Preliminary numbers from Offshore Open
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- Raised about \$8,300
 - Three scholarship payments went out

Review of Minutes

- Minutes were accepted as written

Committee Selection

- **Recreation and Education**

- July 4th parade is going ahead as usual

- Idea of a cookout (like the one we had in 2018-2019) was brought up, and the board agreed that it would be a good idea and will wait for the governor's announcement on June 1st before starting to plan or announce the event

- **Scholarship**

- One applicant this year

- The committee voted to award the scholarship

- ○ Lack of application this year sparked a discussion about how restrictive the requirements are
- ○ Laurie motioned to revisit the scholarship requirements, particularly with regard to service hour requirements; Wes seconded; motion passed unanimously

- **Offshore Open**

- Issues with boats running aground

- This seems unacceptable for a village for which a navigable channel is so critical to the local culture and economy
- Board discussed writing a letter to anyone who might listen or be able to help

Old/New Business

- None

Meeting adjourned at 7:54 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

9 June 2021

Meeting called to order at 7:01 p.m.

Members in attendance: *Karla Jarvis, Laurie Parker, Dan Oden*

Since a quorum was not present, members presented information and adjourned.

TAX DISTRICT

Financial Report

Buildings and Grounds

- Waiting on estimate for playground, should be here soon
- **Civic Center**
 - basketball goals have arrived and should soon be installed

Rentals

- Rentals starting to pick up

Old or New Business

- CORPORATE RESOLUTION FOR BORROWING MONEY WITH CAPE HATTERAS ELECTRIC COOPERATIVE was approved and will be signed by appropriate parties and enclosed in paperwork for Dixon and Dixon

CIVIC ASSOCIATION

Financial Report

Review of Minutes

Committee Reports

Meeting adjourned at 7:27 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

13 July 2021

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

Members in attendance: *Karla Jarvis, Jordan Tomberlin, Erin Trant, Dan Oden, Jenna Willis, Wes Sigmon, Sam Midgett*

Community Comments

- Michelle Lord, who works at the library, came to speak this evening about public access to the bathrooms at the library, and the developing confusion about who can and cannot access the restroom facilities at the library/community building
 - The confusion stems from who has access to the library/community building restrooms when the community building is rented.
 - Currently, the point of question is that when the building is not rented, anyone using the library can access the restroom facilities; however, when the building is rented for a particular event, are the downstairs bathrooms (which are part of the community building), to be accessible to the public.
 - This conflicts with the directive from the county officials, who need to ensure that any visitors to the library are able to access restroom facilities.
 - Without guaranteed public access, the library facilities might have to relocate to Buxton.

TAX DISTRICT

Financial Report

- Not adjusted the acquisitions to reflect the parking lot project, which is an additional \$53,000 to the budget
- Other than that, the only expenses have been utilities

Buildings and Grounds

- The company hired to fix the doors is so backed up that they cannot handle replacing the doors within our timeframe
 - Wes is going to contact some of his contacts from Charlotte who might be able to fix the doors more expediently
- Todd is working on the basketball goals; they require a little unexpected work to install properly
- The Civic Center sign is taking some time, but Carol is keeping in contact

- Wes provided prospective plans and a quote for the playground update for the board's approval
 - Multiple Swing sets will not be allowed because of the space limitations
 - Quoted at \$47,610, with a donation of some fiberglass boulders
 - The company agreed to provide a replacement part for the broken slide, which would at least allow us to open the playground until the company could get down here to install the new playground
 - The installation would take around 45-60 days
 - New turf for the space, which we had talked about in a previous meeting, would have been an additional \$53,000, which is far outside the budget for this project

Rentals

- Things appear to be picking up

Old or New Business

- Apron repairs for the sidewalks are moving forward, and were necessary
- The board discussed Mrs. Lord's earlier comments regarding the bathrooms use issue.
 - The board is in agreement that we do not want the library to have to relocate over bathrooms, so we will revise the verbiage in our rental agreement so renters understand the bathroom will be for public use during library hours only.
- The Eagle Pass Property was recently damaged by people on a golf cart; some of our signage was ripped out of the ground and damaged, among other damages
 - In response to the incident, Karla requested that the "No Golf Cart" signage be cemented into the ground and the positions be adjusted so that they accommodate a wheelchair, but would not allow a golf cart to access the actual trail

CIVIC ASSOCIATION

Financial Report

- We have continued to bring in some money from Offshore Open T-Shirt sales
- Utilities and insurance were paid
- Some surf fishing tournament entries have come in and been added to the report

Review of Minutes

- Minutes accepted as written

Committee Selection

- **Recreation and Education**
 - July 4th golf cart parade and cookout was a big success; thanks to all who helped
 - We had 53 registered carts and a huge (roughly 450 people) turnout for the cookout
- **Day at the Docks**
 - The committee has met and has a plan for the event
 - We already have applications for the events, education tent, and community business section
 - Most likely, these will be voted on and approved at the next meeting
- **Surf Fishing Tournament**
 - Things are looking good for the tournament, but we desperately need judges!

Old/New Business

- The letter regarding the federal designation of Rollinson's Channel in order to expedite dredging was signed and will be submitted

Meeting adjourned at 7:55 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

11 August 2021

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

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

TAX DISTRICT

Financial Report

- Progress on sidewalks; pavers delivered late August
- Running a little behind, but at least another month out

Buildings and Grounds

- **Doors**
 - Still don't know how much longer this will take
- **Sign**
 - IS finished! Will be installed; no timeline at this point
- **Basketball Goals**
 - Need backboards to match the existing bolt pattern. Todd needs to measure to order new goals.
- **Playground**
 - Still waiting on paperwork to get into production; hopeful that we can get replacement part installed and park open before preschool starts

Rentals

- No rentals until the surf fishing tournament

Old or New Business

- Last meeting, Michelle Lord had asked for some money for supplies to use on the trail; board agreed to fund her request

CIVIC ASSOCIATION

Financial Report

- Not much to report at this time, a few surf fishing tournament entries are rolling in

Review of Minutes

- Minutes accepted as written

Committees

- **Day at the Docks**
 - Friday night dinner: “Seafood Under the Stars”
 - Basketball court at the civic center; socially distanced tables
 - Three course dinner
 - \$50 for the dinner, wine pairing option available for each course for an additional \$20
 - Seafood will be local sourced and marketed as such
 - Tickets will be available for purchase online through jot form
 - Need to decide how much to charge the Catholic Church for doing the food
 - Decided on the idea of a \$200-\$250 flat fee help offset the infrastructure costs for hosting the event
 - We will be providing tables and chairs
 - Cancer Foundation Chowder Cook-Off will be held at the Civic Center again this year
 - Need volunteers to help with some of the events (like Concrete Marlin, etc.)
 - Also looking for someone to do the cooking demonstrations
- **Surf Fishing Tournament**
 - Still planning to host the tournament; will be ordering new booklets soon
 - Discussed the idea that, at this point, given the rise in COVID cases and the size of the event, dinners will most likely need to be takeout only to protect participants and volunteers
 - Looking into a way to do online t-shirt sales, or perhaps moving that area outside
 - Still looking for people to judge; will be reaching out to the radio station to solicit volunteers

Old/New Business

- None

Meeting adjourned at 7:49 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

15 September 2021

Meeting was postponed from last week due to the surf fishing tournament.

Meeting called to order at 7:02 p.m.

Members in attendance: *Karla Jarvis, Laurie Parker*

TAX DISTRICT

Financial Report

- No report

Buildings and Grounds

- No report

Rentals

- No report

Old or New Business

- None
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CIVIC ASSOCIATION

Financial Report

- No report

Review of Minutes

- Minutes were not reviewed due to number of directors present

Committees

- **Surf Fishing Tournament**
 - Was very successful, given the circumstances
 - Lot of volunteers and help, much appreciated
- **Day at the Docks: Canceled except for:**
 - Friday night dinner: "Seafood Under the Stars"
 - Now a six course dinner
 - \$50 for the dinner, wine pairing option available for each course for an additional \$20
 - Seafood will be local sourced and marketed as such
 - Stopped ticket sales at 50, ended up selling 56 or so
 - Only other event is the Blessing, which Ernie is heading up

Old/New Business

- None

Meeting adjourned at 7:29 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

13 October 2021

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

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

TAX DISTRICT

Financial Report

- Nothing out of the ordinary

Buildings and Grounds

- Two of the goals have arrived and have been installed. Waiting for other basketball goals to arrive. Stuck in Shipping.
- Waiting on bid for playground ground cover but things seem to be on track to have the new install about mid-November.

Rentals

- Rentals still trickling in, not as much as in the past but picking up.

Old or New Business

- Discussion on removal of archeological display in CB gallery room to make room for previously discussed local artifact display.
 - CAS display has been in there since March of 2016.
 - Much appreciated but may be time to move on.
 - Some items in display need repair/updating.
 - Motion to request remove by Feb 1st passed unanimously
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CIVIC ASSOCIATION

Financial Report

- Nothing unusual, HVOO grant deposited

Review of Minutes

- Motion to approve minutes as written. Unanimously approved.

Committees

- **Halloween**
 - Trail planning to move forward for Saturday night only.
 - Theme-Swamp Monsters, need volunteers to set up and be on trail
 - Committee has done all the planning
 - Items are all ready to go
 - Church has requested Trunk or Treat and will be on October 31st
 - Karla will run the grill again, Sam has grill; Jordan, Jenna and Laurie will help

- **Christmas/Parade**
 - Scheduled for Dec 11th at 2:00
 - Museum has canceled their holiday party so plan is to have hot chocolate and cookies afterwards at fire station or library sidewalk
 - Karla and Jordan will do parade, will get out sign up sheet for entries
 - Will make final plans and let everyone know soon
 - Karla will check with Jeremy Hicks about the Tree Lighting and Santa visit
 - Decision to not have the New Year's Eve dance passed unanimously

Old/New Business

- None

Motion to adjourn meeting by Jenna, Seconded by Sam

Meeting adjourned at 7:44 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

10 November 2021

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

Members in attendance: *Karla Jarvis, Laurie Parker, Natalie Scott, Jenna Willis, Erin Trant, Christinia Hicks, Wes Sigmon*

TAX DISTRICT

Financial Report

- Sidewalk finished. Inspection happening 11/11/21

Buildings and Grounds

- Doors: No news. Possible new company taking over for Perry Glass.
- Sign: Installer had medical issue and will be installed as soon as he is cleared. New letters will need to be ordered

- Playground is to be shipped on the 16th. Possible install the week of Thanksgiving.
- Steps to conference room will need to be replaced soon. As well as the fence around the playground.

Rentals

- Archeological letter assembled and ready to be sent for removal of items by Feb 2022.

Old or New Business

- Question was asked in regards to flooding at the entrance to the village.
 - There have been meetings held. NCDOT monies are based off of the # of people the issue affects. This number does not include seasonal numbers.
 - Positive note is that there is now an NC HWY 12 task force that will be considering the issues along HWY 12, and how to address them.

CIVIC ASSOCIATION

Financial Report

- New AC at Post Office and also had to replace the stand on which it sits

Review of Minutes

- Minutes approved as written.

Committees

- **Halloween**
 - Haunted trail was a huge success. Over 200 people. Reviews were “Best one yet!” “Awesome Trail!”; Kohler saw an increase in people
- **Christmas/Parade**
 - Christmas Pole lights need to be checked and set out by light poles by 11/16. Volunteers will begin work on Sunday night (11/14).
 - Christmas parade happened 12/11 at 2PM. Prizes to include 1st, 2nd, 3rd, and best golf cart!
 - Village Tree Lighting on Dec 1st. Possibly ask Dave Kelmer to “light” the tree.
 - Possibly have a cookies and hot cocoa table in lieu of Christmas dinner gathering.
 - Decorating of Hatteras Trail with regular lights and addition of solar lights along part with no outlets so lights throughout. Need to look into having more outlets added in the future.
 - Santa village drive through on 12/20 with HVFD

Old/New Business

- Elections happening in Jan. Christinia, Karla and Laurie are up for re-election. All planning to continue service.
- Charitable contributions to total \$13,000 for various Hatteras Island organizations.

Meeting adjourned at 7:38 p.m.