

HVCA Minutes

JANUARY 2023

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

January 11, 2023

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

Hatteras Village Civic Association

Board Meeting Minutes

8 February 2023

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

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

TAX DISTRICT

Financial Report

- More money than last year because we finished paying for the sidewalks

Buildings and Grounds

- **Community Building**
 - 3 or the 4 HVAC units went down at the community building; Glenn looking into whether they need to be replaced or whether they can be fixed
- **Post Office/Meeting Room**
 - Need to replace the upstairs office door due to the vandalism on NYE; looking for one exactly like the one that we had to remove
- **Civic Center**
 -

Rentals

- Nothing new to report; this month is rather quiet

Old or New Business

- Thank you letter from Rose Alice, Todd, and Jan for Christmas bonuses
- Positive feedback on the new rental agreement form

CIVIC ASSOCIATION

Financial Report

- At the end of the year, roughly \$57,000 more came in than we spent

Review of Minutes

- Jenna motioned to accept the minutes as written, seconded by Dan; motion passed

Committee Reports

- **Ocean Center**
 - Ocean Center committee needs to be established as we need to start making decisions about stipends for the summer interns
 - Committee would be independent, but would have at least one board member for communication
- **Starry Nights**
 - Scrapping this event for this year
 - Planetarium folks were all booked up for this year
 - Will revisit next year
- **Waterfowl Festival**
 - Panning is moving right along; tickets for the dinner have been selling well; interest in the duck call contest
 - Dan will be getting in contact to help organize judges
 - Hard to gauge what will happen since we haven't been able to have this event since 2020, but hopeful that it will bounce back
 - NEED: A few volunteers the day of the event; depending on weather, may need two of the 10' x 10' pop-up tents at the ocean center

Officer Elections

- Motion to keep the slate of officers the same as last year; motion passed unanimously
 - **President:** Karla Jarvis
 - **Vice President:** Erin Trant
 - **Secretary:** Jordan Tomberlin
 - **Treasurer:** Sam Midgett

Committee Selections

- **Buildings & Grounds**
 - Karla
 - Sam
 - Nick
- **Recreation and Education**
 - Karla
 - Laurie
 - Jordan
 - Christina
 - Jenna
- **Waterfowl Festival**
 - Karla
 - Jordan
 - Sam
 - Jenna
 - Dan
- **Scholarship**
 - Christina
 - Jordan
 - Laurie
- **Offshore Open**
 - Dan
 - Erin
- **Surf Fishing Tournament**
 - Karla
 - Nick
 - Jordan
 - Jenna
- **Day at the Docks**
 - Christina
 - Laurie
 - Natalie
 - Nick
 - Karla
- **Nominating Committee**
 - Nick
 - Dan
 - Sam
 - Natalie
- **Christmas**
 - Karla
 - Nick
 - Sam

- Natalie
- Laurie
- Erin
- **Ocean Center**
 - Karla

Old/New Business

- Wes has resigned from the board, as he is spending less time here
- Christina motioned to appoint Nick Stutts to the board, motion passed unanimously
- Community seems to like the shutters being off the post office

Meeting adjourned at 7:57 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

8 March 2023

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

Members in attendance: *Karla Jarvis, Jordan Tomberlin, Natalie Scott, Jenna Willis, Dan Oden, Nick Stutts, Laurie Parker*

TAX DISTRICT

Financial Report

- More rental income than there has been in previous years
- Information has been received about the new tax rates, but there hasn't been a tax trustees meeting to discuss
- We need to think about the acquisitions we want to request
 - Both Todd and Rosa Alice have requested a small commercial ice maker for the community building
 - We would like to replace the chairs at the Civic Center, possibly the community building as well

Buildings and Grounds

- **Civic Center**
 - still trying to get up with the doors guy and the sign guy

- Nick sending his contact for the guy who replaced the doors at the red and white

Rentals

- Fairly slow
- There had been some issues with renters breaking the contract by cooking with open flame on the deck, but that issue has been resolved.

CIVIC ASSOCIATION

Financial Report

- Not much activity since last meeting
- Waterfowl Festival expenses have not been finalized yet
- Offshore Open money has started coming in

Review of Minutes

- Dan motioned to accept minutes; Jenna seconded
 - Passed unanimously

Committee Reports

Buildings and Grounds

- **Post Office/Meeting Room**
 - Still waiting for updates on the replacement door
 - Utility Easement request related to the Bridge Project:
 - Storm water system damaged during Hurricane Isabel
 - We have worked with a number of entities over the past 20 years to get some things done about this, specifically the flooding/standing water problem in the village--largely to no avail, given the size of the village and changes to DOT funding
 - The most recent meeting resulted in the creation of a Highway 12 Task Force, which was basically sidelined due to Covid
 - Some of the storm water repairs have gotten included in the bridge replacement plans
 - In order to complete these repairs, the DOT is asking for us to grant a Utility Easement that includes a small portion of the Post Office parking lot, notably where the mail truck backs into the facility
 - They are also able to (and will) invoke eminent domain

- They are offering \$19,400
 - We are allowed to submit a counter-offer
 - We can still use the parking lot, we just can't build anything on it--which is somewhat of a moot point, because we can't build anything anyway
 - The project is planned to start on September 25th and continue through Memorial Day, 2024
 - There could potentially be some additional costs incurred to the Post Office, for transportation of mail
- Supposed to have a commercial assessment this week to ascertain the value of this building
 - Possible that the amount offered is based on residential assessments, not commercial, so we would like to have the commercial value appraised
- Board discussed options and decided that, while we really cannot deny the easement, we can ask for more money, given the inconvenience to the village and extra work that it would require for postal workers
- Jenna motioned that we contact an attorney to review the request and prepare a counter offer
 - Dan seconded, the motion passed unanimously
- **Recreation and Education**
 - Will get to work organizing a trail/roadside cleanup
 - Jenna and Taylor have taken the initiative to start clean up and repairs on the trail
- **Waterfowl Festival**
 - Event was a success; will be able to function without a grant next year
- **Scholarship**
 - Working to review scholarship requirements and revise the language for clarity before sending out to school and students

Old/New Business

- Donna Barnett is putting together a wedding guide, asked if we would like purchase an ad for the Civic Center
 - Jordan motioned that we purchase a 1/3 page ad for \$375; Trant seconded, motion passed unanimously
- Pole Lights
 - Need to be refinished and restrung; Karla is going to contact the company and see how much it would cost to have them refurbished

Meeting adjourned at 8:02 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

12 April 2023

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

Members in attendance: *Karla Jarvis, Christina Hicks, Laurie Parker*

TAX DISTRICT

Financial Report

- Not a lot going on

Buildings and Grounds

- **Utility Easement**
 - Has been settled, Carol will follow up with Jan to see if paperwork has arrived as it needs to be signed and returned.

Rentals

- Rentals are quite brisk, people taking advantage of the new two and three day

Old or New Business

- Recap of tax trustee meeting, not a lot to report. Agreed there needs to be new chairs at the CC and old fryers gone and replaced with something more pertinent. Ice maker for CB a possibility.

CIVIC ASSOCIATION

Financial Report

- About to close out granting for DATD and HVWF, money coming in for HVOO already and some Ocean Center activity noted.

Review of Minutes

- No minutes, Jordan didn't send and is out of country.

Committee Reports

- **Scholarship Committee**
 - New application has been completed. Need to add deadlines for students to submit requests by; if requests not submitted on time, they forfeit funds. Will get out to Seniors soon.
- **Trail/Clean Up**

- No one present to speak to that.

Old/New Business

- New pole lights have been ordered.
- Christinia reminded us that the HVFD will be having a village meeting and dinner on April 27th, all invited and welcome.

Meeting adjourned at 7:33 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

10 May 2023

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

Members in attendance: *Karla Jarvis, Jordan Tomberlin, Natalie Scott, Jenna Willis, Nick Stutts, Laurie Parker*

Public Comment Period: Jess Barnes and Scott Babinowich (from Outer Banks Forever and the NPS, respectively) came to speak to the group about the weather flag tower project that has been in the works for some time. During the research phase of the project, they have discovered photos, plots and other data of the original tower. Installation may begin by the end of this month into June. There is a plan also to expand the curation inside the building. The board expressed their gratitude and appreciation for all the work and several spoke about how exciting this project is for the village.

TAX DISTRICT

Financial Report

-

Buildings and Grounds

- **Civic Center**
 - Some new suggestions for service providers were offered for doors at CC. Hopefully, this will work out. Taylor and Todd have done some work to the

boardwalk but found more extensive work needs to happen so some contractors will be contacted about the work.

- **Post Office/Community Building**

- Karla has asked the construction class at school to build the final picnic table that was requested by the preschool.

Rentals

- Rentals for the month of May have been pretty brisk and relatively non-eventful.

Old/New Business

- Scott Dawson asked if we would donate to the Croatan Society the climate-controlled artifact cabinet we purchased in 2016 to display their artifacts. There was discussion about the funds used to purchase those cabinets as village funds and when purchased, were specifically designated for the village and the CB, not for the Croatan Society.
 - Motion to keep the cabinet passed unanimously

CIVIC ASSOCIATION

Financial Report

-

Review of Minutes

- Accepted

Committee Reports

Buildings and Grounds

- **Community Building**
 - Request to use the building for an exercise class one day a week for about an hour at no charge and no charge to participants. Motion passed.

Recreation and Education

- Christmas Lights:
 - 6 new pole lights have been ordered and are being built
 - Need to order some new bulbs for the existing pole lights

Ocean Center

- Board has been formed
- Interns are coming soon

Day at the Docks

- 20th Anniversary year
- Lynne and Ernie have some memorabilia from the first couple years of the event, there will be a display in the community building

Offshore Open

- 43 boats, lots of t-shirt sales
- No problems so far with inlet

Surf Fishing Tournament

- Committee will need to meet soon
- This is the 40th anniversary of the event so we want to plan something special

Scholarship

- Deadline extended until May 12th
- One student will be applying

Old/New Business

- None

Meeting adjourned at 7:55 p.m.

Hatteras Village Civic Association

Board Meeting Minutes

14 June 2023

Meeting called to order at 7:05 pm

Members in attendance: Karla Jarvis, Carol O'Neal, Christina Hicks, Jenna Willis, Laurie Parker

TAX DISTRICT

Financial Report

- Paid extra on the REDLG loan
- Rental income is up, people taking advantage of the multi-day discount

Buildings and Grounds

- **Trail Progress** - We are hoping to contact Fifi - Does Sam have his number?
- **Civic Center:**
 - Doors - Karla talked to Elizabeth City Glass - Doors are not standard; they have to be custom built to fit so they cannot be handled on site at ECG. They have been ordered. The estimate is \$6,500. There will be no panic bar but there will be a kick plate. For the front door, we are hoping a little WD40 will fix the problem.
 - Sign - Carol is going to begin calling weekly - hopefully, "squeaky wheel" approach will help get results

Rentals

- Rentals are up. So far, relatively issue-free...

Old or New Business:

- none
- _____

CIVIC ASSOCIATION

Financial Report

- Carol is including Fish Fry on report to make it easier since it falls under our umbrella.

Review of Minutes

- Minutes accepted as written

Committee Reports

- **Surf Fishing Tournament**
 - Surf Fishing Update - Karla will setup a meeting and text committee members
- **Day at the Docks**
 - Committee will meet on Friday, June 30 at 7:00 at the Bat Cave (Boardroom)
 - Jenna will handle artist village
 - Karla will handle main stage presentations and dock chats

Old/New Business

- New Christmas lights have arrived and need to be moved from Karla's house to the attic in the Community Building. Christinia will ask Jeremy to coordinate the firemen during a Tuesday night meeting to move them.
- Yoga at the Community Building - The exercise lady who wanted to form an exercise club is out of town for the summer so she will contact us in August. Belinda Thomas Speedy wants to do a weekly evening Yoga Class. Mary Whitaker is currently doing a weekly morning class. Board approved Belinda's request.

Meeting adjourned at 7:45 pm

Hatteras Village Civic Association

Board Meeting Minutes

12 July 2023

Meeting called to order at 7:05 pm

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

TAX DISTRICT

Financial Report

- Not a lot going on, things about the same

Buildings and Grounds

- **Trail Progress** - We are hoping to contact Fifi – not sure where Sam is on this
- **Civic Center:**
 - Doors – they called and said door should be assembled and ready for delivery and installation this week but not heard anything further.
 - Sign - Carol made contact and is supposed to be coming in the next couple of weeks.
 - Going to order the new equipment (warmers) next week; Todd will remove fryers in preparation

Rentals

- Rentals are slow for July, which is normal

Old or New Business:

- None

CIVIC ASSOCIATION

Financial Report

- Grants for Visitor's Bureau all done
- Surf fishing entries coming in

Review of Minutes

- Minutes accepted as written

Committee Reports

- **Surf Fishing Tournament**
 - Surf Fishing Update: entries coming in, the process has begun
- **Day at the Docks**
 - Committee met prior to board meeting tonight and made preliminary decisions
 - 20th anniversary display for CB in the works, Karla will post flier for artifacts
 - Committee members will retain previous responsibilities

Old/New Business

- July 4th, well attended and went smoothly in spite of weather postponement
- Concern raised about new golf cart renter in Frisco bringing carts to renters in the village and not making aware of village rules; will try to confirm if this is the case
- Possibility that road may be closed for Christmas parade; some discussion of alternate routes

Meeting adjourned at 7:36 pm

Hatteras Village Civic Association

Board Meeting Minutes

9 August 2023

Meeting called to order at 7:05 pm

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

TAX DISTRICT

Financial Report

- Not a lot going on, things about the same

Buildings and Grounds

- **Trail Progress** - Not sure if Sam has contacted Fifi or not but Todd will reach out to some folks, too
- **Civic Center:**
 - Doors – they are finished and look great!
 - Going to order the new equipment (warmer and soup kettles) next week; Todd will remove fryers in preparation for the warmer; Karla reports there are junction boxes in place

Rentals

- Rentals picked up a bit for August

Old or New Business:

- None

CIVIC ASSOCIATION

Financial Report

- Money for surf tourney coming in
- Pretty quiet

Review of Minutes

- Minutes accepted as written

Committee Reports

- **Surf Fishing Tournament**
 - All plans are in place, things being ordered, all going well
- **Day at the Docks**
 - Final details in place
 - Volunteers still needed

Old/New Business

Meeting adjourned at 7:44 pm

Hatteras Village Civic Association

Board Meeting Minutes

20 September 2023

Meeting called to order at 7:05 pm

Members in attendance: Karla Jarvis, Jenna Aikens, Carol O’Neal, Laurie Parker

TAX DISTRICT

Financial Report

- Nothing big to report

Buildings and Grounds

- Civic Center - Water pipe broke and was discovered this past Friday. It was repaired on Saturday (Thank goodness Seafood Under the Stars had already been canceled).
- Civic Center sign - Carol left a message today as a part of her weekly phone call campaign.
- Community Building - Glen Cartwright advised that doors to alcove between library and main building should not be propped open due to excessive load on AC units to cool un-air conditioned areas. Two of three upstairs units went out, Glen fixed.

Old or New Business:

- Building Equipment - warming oven was delivered to Civic Center during the Surf Fishing Tournament registration. Todd went this week to set-up. He discovered that the receptacle had no power. Upon further investigation a “spaghetti explosion” situation was discovered in the attic with countless wires some of which were live. Sam is going to call Outer Banks Electric for a certified electrician to inspect and fix.
- Building Equipment continued - Ice machine at Civic Center is broken. Glen Cartwright was called.

CIVIC ASSOCIATION

Financial Report

- Working on refunds for DATD and SUS, vendors are all refunded

Review of Minutes

- Minutes accepted as written

Civic Association Committees:

- Day at the Docks - it has been suggested that the committee examine the date of the event. Pros and cons for changing the date were discussed among present members. Points to consider include hurricanes and weather, other HVCA/community events, off-season availability of services such as open restaurants, etc. Matter needs to be discussed within the committee.
- Haunted Trail plans are currently on hold due to the condition and subsequent closure of the trail. Carpenters were discussed. Potential carpenters: Fifi, Nano, Wayne Hooper, Tod Gaskill. Tod is supposed to give an estimate. Laurie will contact Wayne Hooper to find out his availability. There is still mulch to spread in low places and we may need more.
- Parade is on! Repairs to Slash Creek bridge are currently scheduled to begin after Labor Day of 2024 so they will not interfere...this year.
- Starry Nights is on! UNC Planetarium is booked for February 3rd, 2024. Nick from UNC will also do a Sky Watch that evening.

Meeting adjourned at 7:44 pm

Hatteras Village Civic Association

Board Meeting Minutes

11 October 2023

Meeting called to order at 7:10 pm

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

TAX DISTRICT

Financial Report

- Big check received from August billing of tax revenue

Buildings and Grounds

Buildings and Grounds:

- Trail is back open! Hooper has made it usable but more work will be required in the spring.
- Change out/addition of equipment to buildings:
 - Community Building got a small countertop ice maker
 - Civic Center - warming oven is up and running and a stainless steel table & shelf will be assembled and added
- New challenges: The dumbwaiter in the library is broken. Also some tiles in the library and a step is broken. We will ask Todd to look at the step and tile. A little research needs to be done to have dumbwaiter repaired.

Rentals

- Very few bookings in October but November is booked up.

CIVIC ASSOCIATION

Financial Report

- Added Day at the Docks, Fish Fry, and Surf Fishing Tournament

Despite refunds, Day at the Docks about broke even through Seafood Under the Stars dinner, t-shirt sales, and sponsorships

Review of Minutes

- Minutes accepted as written

Civic Association Committees:

- The Surf Fishing Tournament went well. Beaches were open and fish were caught.
- Day at the Docks - discussed changing the date to avoid weather. It was decided to keep it when it is due to conflicts with school, park & rec, and other community events.
- The Haunted Trail is on! Witches in the Woods! Date is Saturday, October 28. It will run out of Community Building due to the Civic Center being rented. Planning meetings have taken place.
- We have the new pole lights but lights in old ones need to be changed. We need to check to see if lights need to be ordered.
- Tree lighting is Tuesday, December 5. We will plan to have a to-go soup dinner out of the Community Building. Discussed maybe some tables could be set-up in the Fire Station for folks who would like to eat in.
- Starry Nights will be February 3rd, 2024. We discussed having a soup and wine event at Civic Center prior to Sky Watch and walking across the beach from there.
- Todd will be asked to cover the pie-shaped, tripping hazard, former flower bed on the playground.

Meeting adjourned at 7:50 pm