



Broad & Gales Creek Community Association, Inc.

3010 Hwy 24, Newport, NC 28570

Phone: 252-222-3700

<http://broadandgalescreekca.org/>

Tony Bello, President
Steve Phifer, Vice President

Sallie Salter, Secretary
Jeff Batten, Treasurer

Minutes of the Regular Monthly Meeting May 13, 2021

Meeting was called to order at 7:00 PM

Board Members Present:

Tony Bello, Steve Phifer, Ryan Garcia, Robert Lewis, Missy Rhodes, Melinda Ward, Tony Matthews

Community Members Present: Josie Mullins, BJ Reed, Danny Mareno, Milon Morton

Secretary's Report: Robert Lewis serving for Sallie Salter

1. Roll Call by Tony Bello
2. Minutes of the previous regular meeting were issued for approval.
 - a. Motion to accept by Tony Matthews.
 - b. Seconded by Robert Lewis.
 - c. Motion passed

Treasurer's Report:

1. Review Treasurer's Report and financial statements
 - a. Profit and Loss statements were emailed to the board earlier in the week by Tony Bello
 - i. According to Jeff Batten, the books are in good shape.
 - ii. Large annual quarterly to Civic Bank has been made by wiring funds. Next payment is due in October.
 - b. Motion to accept by Tony Matthews.
 - c. Seconded by Steve Phifer.
 - d. Motion passed

Fire Department Report: Chief Tony Matthews Reported

1. Emailed received, reading report, copy and attach report
2. Fire Department Report:
 - a. 184 calls to date, approximately the same as last year.
 - b. Two new members voted in.
 - c. Two more members to be voted in June.
 - d. Donation letters have gone out and started receiving donations.
 - e. Last month's meeting, the members voted to establish the Fire Fighters Association. A sample copy of bylaws was reviewed and will be working very soon to get that going. Donation account will be moved to the FF Association since it will be a 501 C (3).
 - f. The budget request was approved by the Fire and EMS Commission and sent to the county commissioners for final approval.

EMS Report: Chief Melinda Ward Reported

1. Emailed received, reading report, copy and attach report
2. EMS Department Report.

- a. Stressful month.
- b. Ambulance broke down.
- c. Defibrillators under contract expired and will not be recertified. New defibrillators will need to be purchased through reserve funds approximately \$20,000.
- d. Thanks to Danny Hardin from the FD for towing the ambulance.
- e. EMS week is next week.
- f. COVID cases are down and seeing some relief.
- g. The EMS board will come back next month to follow up with the doorway.

Committee Reports: Steve Phifer

1. Building and Grounds
 - a. Steve Phifer:
 - i. The parking lot sealant has been completed.
 - ii. Sallie has worked with Steve to secure some swings for the park
 - iii. Spillways were installed by the edge of the retaining pond. They were made by the White Oak High School masonry class. Thanks to all of the fire fighters that came out to install the forms.
2. Bylaws
 - a. Robert Lewis:
 - i. Continue to look over the Bylaw changes and will have more to report next month.
3. Community Services (*Community Building/Cemetery*)
 - a. Sallie Salter:
 - i. No report due to Sallie's absence.
 - ii. Milon Morton expressed concern with a large pine tree that is dead in the old cemetery. Working to see if he can get a bucket truck out there so we can cut it down in sections. Milon will haul off the wood.
4. Ways and Means
 - a. Missy Rhodes:
 - i. Missy and Josie have been working together to plan for the upcoming BBQ plate fundraiser on June 5 at the Fire Department. Starting at 11:00. Goal to raise \$3,000.00. Cost per plate is \$10.00. Any funds over that amount will go toward the park equipment.
 - ii. Volunteers have committed to help with the fundraiser.
 - iii. Seeking food donations from local businesses for the fundraiser. So far, Waves Grill and Moore's BBQ, Camp Happy Kids, and City of Cedar Point have committed. We are in need of Boston Butts to be donated.
 - iv. Kaboom was contacted about a grant for the playground. After research, no donors are currently available in our area.
 - v. Immediate concern is to raise funds for the cemetery mowing. Saturday, May 22, 7:30 AM, volunteers will be cutting in the meantime.
 - vi. \$500 plus has already been raised toward the mowing.
 - vii. Flyers created by Josie are ready to be approved by the board. Need to make sure that verbiage specifically includes landscaping of the cemetery and not operations.
 - viii. Carteret County Speedway is willing to donate 10% of proceeds if Missy can get Richard Petty to attend.
 - ix. Missy has created a "Go Fund Me" page for playground equipment.
 - x. Melinda recommended that we contact Newport Pig Pickin' since they donate money toward community needs.

Old Business:

1. Door Access restriction between EMS and Fire Department.
 - a. Tabled until next meeting when the EMS board will attend.
2. Ongoing issues with mail delivery.

New Business:

1. Missy Rhodes moved to have a BBQ Plate Fundraiser (\$10 per plate) at the Fire Department on June 5th from 11:00AM - 2:00PM or until food is gone.
 - a. Seconded by Tony Matthews.
 - b. Motion Passed.
2. Tony Matthews moved to authorize Missy Rhodes to create and maintain a “Go Fund Me” page for donations.
 - a. Melinda Seconded.
 - b. Motion Passed.
3. Ryan Garcia recommended that we advertise with “Cruising to the Cape” since it is the same weekend as the fundraiser. Mac Holtz would be the contact at Mac Daddy’s since they are the sponsor. Missy Rhodes will be following up.
4. Issues with mail.
 - a. Tony Bello expressed concern with the mail and receiving statements and invoices in a timely manner.
 - b. Steve Phifer mentioned that mail is still being delivered in the name of old board members and needs to be corrected.
 - c. Melinda expressed that EMS has a new PO Box, and there have been a few mix ups with Association mail being forwarded to EMS. Forwarding will end in 10 days and should clear up.
 - d. Melinda also expressed, from future experience as Treasurer, that Dogwood Bank will stop sending paper statements automatically if online statements are being downloaded. Previously, the county required official paper bank statements.
 - e. According to Jeff Batten, there have been no issues with Dogwood statements, but First Citizens have not been coming in consistently.
 - f. Tony Matthews expressed that a statement from First Citizens Fire Relief fund came in that day. This is a quarterly statement and should not be expected every month. First Citizens donation statements should be received monthly; however, Jeff Batten has not seen one in a while.
 - g. Steve Phifer has been checking the mail and delivered a First Citizens statement that day.
 - h. Jeff Batten asked Chief Matthews if he could assist Alison Bentz with access to First Citizens online access.
 - i. Jeff Batten asked about the VISA statement and Tony Matthews will deliver it.
 - j. Tony Bello mentioned that any account tied to the Association’s Tax ID needs to be listed on the Balance Sheet each month.
 - k. Jeff Batten also expressed that the Lowe’s credit card account has been terminated for some reason. He will follow up
 - l. Jeff Batten also expressed that the Fire Relief Fund is not on the books, however, it appeared to show up in the past.
 - i. Melinda expressed that they ceased to list it since Teresa, from the county, said it should not be included.
 - ii. Tony Matthews expressed that the county did not want us to include it on the reports since it is “Guarded or Restricted Funds.”
5. Bookkeeping: Julie Harris & Alison Bentz

