

SH Master POA BOD Meeting 4/10/19  
South Harbour Master POA  
Board of Directors Meeting Minutes  
April 10, 2019; 2:00pm  
South Harbour Clubhouse  
Oak Island, NC

**CALL TO ORDER**

The meeting was called to order at 2pm pm by George Bryant, 2019 President.

**IN ATTENDANCE**

George Bryant  
Dale Mullarkey  
Jean Brown

John Winebar  
Leon Hicks  
Jim Schweppe

Carson Lawrence, LRES  
Natalie Pyron, LRES

Absent from meeting: John McLendon.

Owners: Numerous owners were in attendance. Golf Villas, Glen Cove, Westport & Village Green were represented.

**ADJUSTMENT/APPROVAL OF AGENDA**

The agenda was approved as presented.

**VENDOR/GUEST PRESENTATIONS**

There were no presentations at this time.

**MEMBER PRESENTATIONS & PROPERTY OWNER COMMENTS**

*Limited to 3 minutes per member/owner with a 15 minute total, unless approved by Board.*

There were no comments at this time.

**CONSENT AGENDA**

- Approval of Minutes of Work Session of March 1, 2019. Approved the minutes as a consent agenda item.
- Decisions Made Via Email or Via Work Sessions: Approved the following as a consent agenda item.
  - Officer approval via email to change 4/10/19 meeting time to 2pm.

**OLD BUSINESS**

• **Reports**

a. **Committee Reports & Reporting Practices.** Below are the reports provided by the Liaisons and the requests & recommendations made to the Board.

1. **Finance & Treasurer's Report.** LRES reviewed March Financials with the Finance Committee & Board.
  - i. **Audit Update.** It was noted that all requested items have been provided to auditor. However, Auditor is unavailable until after tax season to complete.
2. **Safety/Security.** Jean Brown presented a brief report on the part of the Committee. It was noted that the slow traffic signs have been helpful.
3. **Property/Grounds & Maintenance.** Joe reported on behalf of the Committee. He noted that they intend to get up and running soon and have five people volunteering to serve on the committee.
4. **Community Activities.** Jim gave an update on behalf of the Committee.
  - i. **Recent & Upcoming Events.** The upcoming garage sale and trivia night are anticipated to be successful. The Mardi Gras event was cancelled due to low registration. Overall events have been well received and successful. Gene Faller of Glen Cove noted that his band would volunteer to play at community events.
  - ii. **Funding Update.** To date, Committee has spent \$309.74 and collected \$210 in income against a \$1500 budget. Remainder of budget line items have not been touched.
5. **Communications.** It was noted that obviously the bridge to OI is still closed but should open on time.
6. **OI Golf Advisory Committee Update.**
  - i. Dale gave an update on behalf of **Jim Cross, Committee Chair & Course Super Intendant**, and the Committee. Dale noted that she and John Winebar both attended recent committee meeting. The 1<sup>st</sup> Tee Tournament was last week and successful. Dale reported that play in March was increased and the condition of the course is almost back to normal/pre-Florence condition. The trees have been cut and the pre-emergent

was applied. George agreed to attend the Town's budget work shops to make sure there are no surprise issues related to the course.

b. **Management Report:** This report was e-mailed to the Board in advance of the meeting. LRES presented a brief summary of the open items; all old items will be removed. The following is a summary of the discussion and the subsequent resolutions. Some of the items were discussed under other sections of the Agenda. Some items were not discussed, but the report was accepted, and those items have been noted below for documentation purposes.

2. **Hurricane & Insurance Claim Update** – LRES has been working with Myers Restoration Group (MRG) to re-write the claim. Total has increased from \$3,956.79 to \$15,777.15. Likely may increase some more.
  - i. Claim Re-Written, Approved by Adjuster & Submitted to NCIUA – awaiting check
  - ii. Roof Replacement – Increased from \$1,096.27 to \$9,954.25 (~70% of a new roof). LRES will discuss options and proposal from MRG in executive session.
  - iii. Interior Repairs – LRES will discuss proposal from MRG in executive session.
  - iv. Trees in Ditch between Glen Cove & Cambridge – Carolina Creations – \$9,585 approved at Work Session - Weather delayed 4/1 start date, but starting 4/10/19.
  - v. Landscape Restoration – Proposals requested from Seaside – None have been received to date. LRES will continue pushing.
3. **Stormwater Updates**
  - i. Glen Cove - Approved ROW Areas – April 2019 Project - Carolina Creations - \$24,600 previously approved – All impacted owners have been notified. Weather delayed 4/1 start date, but starting 4/10/19.
  - ii. Village Green ROW – March/April 2019 Project – Coastal – Weather has prevented completion of final phase. Coastal has agreed to walk thru with VG Board Members to explain the plan, goals, etc.
  - iii. Permit Transfers – Leon & LRES explained that they have been in communications with SH Associates. They are discussing impact of sale of Marina & impact on the Association with their Attorney.
4. **Completed Projects**
  - i. Pressure Washing of Entrance Statements – Labor Panes completed and invoiced \$250.
  - ii. Agreement Obtained from SH Associates to Cutback Trees Adjacent to Westport – Based on owner & Board Member concerns, LRES contacted SH Associates, obtained quote and scheduled work.
  - iii. Flagpole Lights Fixed – Jeremy Truitt fixed lights & flags have been reinstalled.
5. **Street Light Survey for LED – BEMC** - LRES continues to call and email but have not received any response.
6. **Pool Repairs Authorized** – Carolina Swim has been authorized to replace and upgrade motor for \$7,820. Part to be Installed this Week – LRES continues to check in weekly and sometimes multiple times a week to ensure that work gets completed.
7. **Pickleball** – Quote for Court Transformation – LRES has contacted multiple vendors and worked with Jim Schweppe to try to find a competitive price. One quote has yet to be received. At this time, most vendors are suggesting expensive resurfacing or even expensive DIY alternatives. LRES & Jim S. will continue to try to find an alternative option.

## **NEW BUSINESS**

- **2019 Projects & Goals** – LRES asked for direction for the Board's/Community Projects/Goals the Board would prioritize for LRES, as we move out of Hurricane Florence Restoration. The Board agreed to consider this further and provide LRES with direction as appropriate.

## **PROPERTY OWNER COMMENT PERIOD**

- **Paving of Vanessa by Town.** It was noted that some of Vanessa is to be paved as part of the bridge project. LRES will ask Town for more information.
- **Roofing at Golf Villas.** Several owners complimented the work and vendor and asked for their information. They noted that Roof Maker was extremely diligent and resolved problems quickly. Overall Golf Villas owners were very satisfied.
- **Insurance Questions.** One owner asked about insurance claims process and the storm impact on various associations. LRES explained that each Member Association & the Master Association have a separate insurance policy with different coverage terms, deductibles etc. based on the Covenants of each Association.

## **EXECUTIVE SESSION**

1. **Ongoing Town Relations – Oak Island Par 3 Golf Course Ad Hoc Committee.** – Spring Meeting has been cancelled, as Golf Course is current under the radar for Town Council. George & Dale will continue to monitor. LRES will distribute information and help promote Golf Course events, memberships, etc. It was noted that the Town has hired a new Public Works Director and asked LRES to keep pushing to have Vanessa Drive ditches and golf course ponds cleaned.
2. **Committee Structures, Chairs & New Members.** There was no discussion at this time. It was noted that some of the events/groups need to make more of an effort to clean up after they use the Clubhouse.
3. **Minnesota Park & Adjacent Lot Encroachment.** The Board will review survey upon receipt and decide how to proceed.
4. **Road Repair.** LRES will arrange a temporary repair.
5. **MRG/Roof/Interior Painting.** The Board accepted MRG's proposal for a full roof replacement and interior touch up paint.
6. **Clubhouse Cameras.** George agreed to address a concern.

#### **MEETING ADJOURNMENT**

A MOTION was made to adjourn the meeting. The motion PASSED unanimously. The meeting adjourned at 3:20 pm.

Respectfully submitted,  
Carson Lawrence, Secretary  
Lawrence Real Estate Services