

SH Master POA BOD Worksession 3/1/19
South Harbour Master POA
Board of Directors Administrative Worksession Minutes
March 1, 2019; 2:30pm
South Harbour Clubhouse
Oak Island, NC

CALL TO ORDER

The meeting was called to order at 2:34 pm by George Bryant, 2018 President.

IN ATTENDANCE

George Bryant
Dale Mullarkey
John McLendon

Jean Brown
John Winebar
Leon Hicks

Jim Schweppe
Carson Lawrence, LRES

ADJUSTMENT/APPROVAL OF AGENDA

The agenda was approved as presented.

CONSENT AGENDA

- Approval of Minutes of Board Meeting of January 19, 2019. Approved the minutes as a consent agenda item.
- Review of Minutes of Annual Meeting of February 2, 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.
 - Agreement via email to hold March 1, 2019 Administrative Workshop.

ELECTION OF BOARD OFFICERS

The Board elected the following slate of 2019 Officers.

President – George Bryant

Vice President – Dale Mullarkey

Treasurer – John McLendon

Secretary – LRES (NON-VOTING)

REVIEW OF COMMITTEE STRUCTURE & APPOINTMENT OF LIAISONS

- **Appointment of Committee Liaisons & Chairs.** The Board agreed to the following Board Liaisons (L) & Chairs (C).
 - Community Activities** – Jim Schweppe (L) / Lynn Mauro (C)
 - Property, Grounds & Maint.** – John Winebar (L) / Joe Duquette (C)
 - Finance** – John McLendon (L) / Maureen Stombaugh (C)
 - Safety & Security** – Jean Brown (L) / Dan Russo (C)
 - Communications** – Leon Hicks (L) / Barbara VanSlyke (C)
 - Golf Course** – Dale Mullarkey (L)

2019/2020 MEETING SCHEDULE

The Board agreed to the following tentative meeting schedule, acknowledging that dates may have to be changed.

- BOD – April 10th – Wednesday @ 1pm
- BOD – June 14th – Friday @ 1pm
- Community Mtg – July 26th - Saturday @ 10am ---- John & LRES will try to organize stormwater presentation.
- BOD - August 23rd – Friday @ 1pm
- Budget – September 27th - Friday @ 1pm
- BOD – October 25th - Friday @ 1pm (may combine w/Sept)
- BOD – November 15th - Friday @ 1pm
- BOD – January 10th - Friday @ 1pm
- Annual –February 1st – Saturday @ 9am

REVIEW OF ANNUAL MEETING

- **Town Concerns/Golf Course/Vanessa Drive.** It was noted that George will try to arrange a meeting in March. LRES will email owners a link to the Town's website.

PROPOSALS FOR REVIEW/DISCUSSION

- Completed Items since Annual

- a. Children @ Play Signs Installed on Minnesota & Glen Cove.
- b. Repainted/Cleaned Signage throughout South Harbour.
- c. Continue to Contact BEMC about LED Light Study, but no response.
- d. Fish Factory Drainage – Town will not address. LRES initiated work order with NC DOT.
- **Stormwater.**
 - a. **Ditch behind Westport Homes.** Coastal has completed & invoiced \$4,200. Will need to reevaluate quarterly. Board approved payment.
 - b. **Village Green Project.** Coastal has started project but not completed per \$5,850 bid. VG Board is anxious to have it completed.
 - c. **Glen Cove**
 - 1. Projects Previously Approved & Scheduled
 - i. Driveways between Vanessa & Thomas - \$13,650
 - ii. Thomas Ct Culvert - \$6,500
 - iii. Tennis Court - \$4,450
 - 2. Additional Work - Storm Clean Up - \$9,585 - beside 5066 & across from 5063. Board unanimously passed a motion to approved provided Carolina Creations creates flow @ a non-erosive velocity.
- **Pickleball/Tennis Court Transformation.** Options range from \$13,160 to \$21,930 plus extras. \$10,775 was paid May 2017. LRES will requote asking only for re-painting of courts and installing 2 nets.
- **Security System.**
 - a. **Replacing Front Door Reader:** \$140 in labor and \$100 for the reader plus tax. This has been authorized.
 - b. **Replacing Control Panel:** \$3,469.38. It was noted that this may be needed in the near future. LRES will ask about ordering timeframe and provide specs to John M. for review.
- **Pool Update.** Below is update from vendor. LRES will request confirmation that pool will be up and running by 5/1 and ask that furniture be set up in April for inspection to see if additional furniture needs to be ordered.
According to Carolina Swim: *The new drive for the pump has been ordered, but has not come in yet. Each drive is made to order so they can sometimes take a while to get in. As soon as it delivers to us, we'll install it and get the systems fired back up. We do show that the VGB covers are due to be replaced and will see that these are done prior to the pool inspection. In talking with our team leader today, he noted that he wanted to take another look at the ring buoy to confirm if a new one would be needed, but we don't see anything currently that would prevent the pool from opening as scheduled.* – Carolina Swim
- **Powerwashing of Entrance.** Labor Panes quoted \$250. Board unanimously approved proposal.
- **Insurance Update.**
 - a. **Report** - received 3/1/19. Total = \$3,956.79
 - 1. Roof: \$1,096.27 included in report. Below are quotes previously received. LRES will discuss with additional vendors and report back to Board.
 - Contractor – Gene Britton = \$850 to Repair
 - Treadlite Roofing = \$5,180 for total replacement
 - Roof Maker = \$13,485 for replacement or \$2,340 for Repair of 2 squares of shingles & 1 bundle of ridge cap shingles.
 - Highland – still waiting on quote

COMMITTEE UPDATES

- Speeding/Safety Concerns – Board noted that item needs to be put to bed. Leon suggested that Member Boards be asked to address with offenders.
- Marina Sale & Impact on Community – Board authorized Leon & Carson to approach owners regarding sale and impact on SHMPOA as a whole.

MEETING ADJOURNMENT

A motion was made to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 4:12 pm.

Respectfully submitted,
Carson Lawrence, Secretary
Lawrence Real Estate Services