

South Harbour Master POA
Minutes of the Annual Meeting
January 22, 2022; 9:00am
Virtual via Zoom due to COVID-19
Copy of PowerPoint Slide Presentation is Attached

Call to Order

The meeting was called to order at 9:02 am. LRES & Board proceeded with Attached Zoom Slide Presentation.

Individuals in Attendance *(Board & Management presented from Clubhouse)*

Dale Mullarkey, 2021 BOD	Adam Berkowitz, 2021 BOD	Mary Jane LeKanides, 2021 BOD
John McLendon, 2021 BOD	Vinny Petta, 2021 BOD	Carson Lawrence, LRES
Leon Hicks, 2021 BOD	Roberta Guendelsberger, 2021 BOD	Natalie Pyron, LRES

Introductions were made of each Board Member & LRES.

Certification of Ballots *(used to determine quorum of virtual meeting)*

LRES confirmed that 12 ballots of 14 had been received prior to the meeting.

Approval of Minutes

March 2021 Annual Minutes were approved via written ballot.

Old Business

- **Review Year End Summary** – LRES gave highlights of summary that was emailed to owners prior to meeting and posted on the website. Each Committee Liaison/Chair then provided a brief update.
- **Update on Capital Improvement Planning** – Adam Berkowitz provided a brief update on the plan to purchase property along Glen Cove Drive and noted that at this time the owner/seller is preparing a survey which is required for a formal contract to be solidified.

New Business

- **2022 Budget Presentation** - Carson reviewed the attached slides and explained that the Master dues for Member Associations that receive “Full Service” will increase to \$55.50 per month per unit (i.e. Glen Cove, Westport, Village Green, Golf Villas & Marina Club). The Master dues for Member Associations that receive “Partial Service” will increase to \$40 per month per unit (i.e. Barnes Bluff, Cambridge Crossings, SH Station & Navigation Point). The Master dues for Class B Members will be \$0.33 per month per unit to cover General Insurance Expenses; Class B dues will be invoiced annually.
Carson explained that the 2022 Budget was approved by the Master Board and then distributed to the members and their owners in the notice for the Annual Meeting. In accordance with NC General Statute 47F, the budget is ratified unless at the meeting a majority rejects the budget. After the collection of ballots (during the election), it was noted that on the ballots 10 Members voted to approve the Budget including Common Expenses & Capital Funding and 1 voted against. The Budget will stand as presented.
- **Election of Directors** – LRES introduced the candidates on the Ballot. It was noted that anyone interested in serving in the future is encouraged to contact LRES in early January to have their name placed on the ballot. LRES reiterated that according to the Covenants, the member associations and other voting entities actually cast the ballots, instead of the individual owners. They further explained that the ballots were sent to the Board of Directors for each voting entity.
 - It was explained that the Bylaws allow for up to 11 Members on the Board of Directors. However, the 2021 Board has passed a motion to cap the size of the 2022 Board at 7 Directors. Additionally, the Board passed a motion to limit each Member Association to only 2 Representatives on the Board. The Board believes that this is the most effective way to manage the Association. Therefore, any volunteers/nominees will be running for one of four seats.
 - This year there are three seats up for election for two year terms. These have been held by Dale Mullarkey, Adam Berkowitz & Vinny Petta (appointed to fill remainder of George Bryant’s term). Dale has decided not to run again. A huge THANK YOU was issued to Dale for her many years of service to the SH Master POA. Adam and Vinny agreed to run. Additionally, Jim Cross, Bill Martin & Reece Simmons volunteered to run. Roberta Guendelsberger, Leon Hicks, Mary Jane LeKanides & John McLendon have one year remaining on current terms. Based on written ballot format due to COVID-19, no nominations from the floor were allowed. The candidates were each given a few minutes to introduce themselves. Carson collected ballots and reported she had received no write-ins among the ballots and a motion was passed to close nominations.

- Election Results: LRES announced the following results. Adam Berkowitz, Jim Cross & Bill Martin were each elected for a Two (2) Year Term.

QUESTIONS & COMMENTS

Several questions asked via chat are noted below.

- Safety & Security Committee – Who is the chair? *Tom Boone was noted at the current chair and Adam Berkowitz has served as 2021 Board Liaison.*
- Where are the Capital Improvement Funds? *It was noted that these funds are in a separate bank account and added to each month based on 1/12 of the budgeted amount. At the end of 12/31/21 the account had ~\$130K.*
- Explanation requested for Engineering Fees for 2021. *Carson and Board explained that the engineering fees were related to several projects including the research/transfer of stormwater permits, planning for Plan B options, research for options for the Glen Cove land, evaluation of a road concern and review of the marina parking lot.*

MEETING ADJOURNMENT

A motion was made to adjourn the meeting. The motion was seconded. All were in favor; none opposed. The motion passed unanimously. The meeting adjourned at 9:48 am.

Respectfully submitted,
Carson Lawrence
Lawrence Real Estate Services