

SHMPOA BOD Meeting for 8-27-2021
South Harbour Master POA
BOD Meeting Minutes
August 27, 2021; 10:00am
Clubhouse & Via Zoom

CALL TO ORDER

The meeting was called to order at 11:02 am by Dale Mullarkey, 2021 President.

IN ATTENDANCE

Adam Berkowitz	MaryJane LeKanides	Roberta Guendelsberger
Dale Mullarkey	John McLendon	Leon Hicks
Carson Lawrence, LRES	Natalie Pyron, LRES	
Absent: Vinny Petta		

EXPLANATION OF GOVERNING STRUCTURE

Dale gave an explanation of the voting structure and format of SHMPOA as established in the Covenants and Amendments. It was noted that the Annual Election is typically end of January or early February of each year. Each Member Association gets 1 vote for the Board. Nominees interested in running are encouraged to contact LRES towards the end of the year. The Board Members are listed on the website and the next newsletter will contain a reiteration on this information.

APPROVAL OF AGENDA

The agenda was approved as presented.

CONSENT AGENDA

The following items were approved as consent agenda.

- Approval of Minutes of Board Worksession of June 11, 2021
- Decisions Made Via Email or Via Work Sessions:
 - Appointment of Vinny Petta to fill the remainder of George Bryant's term until next Annual Meeting.
 - Appointment of Roberta Guendelsberger to fill remainder of John Winebar's term until Jan/Feb 2023 Annual Meeting.
 - Board approval of Town's 8/10 proposal to address golf course drainage with certain contingencies.
 - Agreement to hold 8/27 meeting with Board in person and zoom broadcast due to COVID.

REASSIGNMENT OF COMMITTEE LIAISON POSITIONS

- **Appointment of Committee Liaisons.** The Board agreed to the following Board Liaisons.

Community Activities – Mary Jane	Property, Grounds & Maint. - Vinny
Finance – John McLendon	Safety & Security - Adam
Communications – Roberta	Golf Course - Dale & Adam
Oak Island Elections – The Board will handle, but Leon will MC the Candidates event.	

MANAGEMENT & COMMITTEE UPDATES

- Management – Completed Maintenance & Admin Items – The following items were noted.
 - Pool - Repaired pool leaking fill line.
 - Tennis - Repaired net post.
 - Clubhouse – Completed the following:
 - Finished the parking lot striping
 - Repaired outside clubhouse faucet leak
 - Repaired ladies bathroom soap dispenser
 - Repaired ladies bathroom toilet where keys were dropped and clogged the line
 - Repaired motor in pro shop HVAC
 - Replaced ladies room handicap stall toilet handle
 - Grounds & Roads - Completed the following:
 - Added new shrubbery to screen park irrigation system and adjusted irrigation to make sure they stay watered
 - Removed leaning tree (per GV request) from no man's land behind GV
 - Reset and repaired breaker for park irrigation after it was tripped after storm

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- Finance – LRES & John noted that updated reports are in the works, but everything is in line with expectations.
- Communications
 - Next Newsletter – It was noted that it will include yard sale info, Master Board format & governance structure, request for volunteers, etc. The goal is to send in early October.
 - New Owner Package – Roberta will do a write-up to request a volunteer to head up welcome group for new owners.
 - Voter Registration – LRES will send out emails to owners encouraging them to get registered.
- Safety & Security
 - Parking Plans & Signage - Board unanimously passed a motion to make no changes at this time but instead the topic will be discussed during Round Table with Member Associations.
 - Commercial Vehicle Request - Proposed Parking Policy (Policy attached): Keep current wording, “Parking of commercial vehicles and trailers is not allowed.” However, include a definition Commercial Vehicle.
Commercial Vehicles is any vehicle with a GVWR of 10,001 lbs or more and used as part of a business (including non-profits). Committee recommends that any Association that wants stricter commercial vehicle policies should do an amendment similar to GV. No action was taken at this time. Topic will be discussed during Round Table with Member Associations.
- Property/Grounds & Maintenance
 - Tennis Courts – Committee working with other vendors, since Outer Banks has not been able to schedule.
 - CH Parking Lot – Quote for additional rock. To add a ½” of gravel to the clubhouse parking lot for a total of \$1230 (not including tax). This is labor and materials. The Board unanimously approved.
- Community Activities – It was noted that the Yard Sale is scheduled for October. Due to COVID, some events are still on hold, but use of the Park will be further explored. Additionally, a food truck rodeo was proposed as a potential outdoor activity.
- Golf Course – Par 3 Committee – It was noted that the revenue was the highest in 5 years. LRES will help to facilitate communications regarding treatments that might affect adjacent communities. There are vacancies on the Committee of which 1 could be a South Harbour Owner. A concern raised by an owner regarding the ponds will be taken to the Committee by Dale.

STATUS OF PLAN “B” FOR IMPROVING/EXPANDING COMMUNITY AMENITIES

LRES reported that they have been working with McGill Engineering. Unfortunately, as of right now we cannot use any common land for impervious projects and we are exploring other options. Leon noted that he believes we need to be better utilizing the park and common areas with pervious projects.

NEW BUSINESS

- Upcoming Meetings
 - Board – Budget session was planned for 9/10 but was moved to 9/17. Leon & Roberta will not be available; Mary Jane will join via zoom. The Board meeting was planned for 10/15 but was moved to 10/22.
 - Round Table with Member Associations - Based on online poll, Fri. September 24th seemed to be the best afternoon from 1-3pm. It was agreed that the meeting will be held outside due to COVID.
 - Candidates Night for OI Elections – Based on online poll, Thurs. October 21st seemed to be the best night. Due to current covid concerns, LRES does not recommend having a packed indoor event. The Board selected the Minnesota Park as the location. LRES provided pricing from 3 Cheers Party Rental but will obtain additional options for larger tents and potentially audio equipment. Based on lighting issues, the Board eventually passed a motion to hold event on Sunday, 10/17 at 2pm.
- Clubhouse – COVID concerns
 - **Rentals-** Rentals will be asked to be COVID conscious and clean with disinfectant.
 - **Meetings & Events** – Board agreed to no additional limits or restrictions at this time.

IX. Executive Session

- **Town/Neighboring Concerns**
 - Discussions with the Town – There was no additional discussion at this time.
 - Golf Course – LRES noted that the Town has evidently been discussing foot golf, but no formal proposal has been received to date.

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- Church - There was no additional discussion at this time.
- Marina Parking Lot – It was noted that there is a meeting scheduled for the 31st at 5pm to discuss future of the parking lot with all impacted parties.
- Former School Property – LRES was asked to further research other vacant/nearby parcels.
- **Use/Rental of Common Areas**
 - Candidates Meet & Greet – Request for Park Reservation/Use – A rental rate of \$100 was discussed but will be evaluated further at another session. Currently Dawn to Dusk rules will apply along with rules similar to the those at the Clubhouse but a limit of 75 people. Additionally, contract will contain clause noting no on-street parking is allowed.
- **Parking Petition** – It was agreed that Safety & Security are evaluating concerns and the issue will be placed on the Member Association Round Table Agenda.
- **Committee Appointment** – Mike Osbourne (GC Resident) has been recommended for P/G&M Committee and was unanimously approved for appointment.

MEETING ADJOURNMENT

A MOTION was made to adjourn the meeting. The motion PASSED unanimously. The meeting adjourned at 1:33 pm.

Respectfully submitted,
Carson Lawrence, Secretary
Lawrence Real Estate Services