

SHMPOA BOD Worksession for 4-23-2021
South Harbour Master POA
BOD Worksession Minutes
April 23, 2021; 10:00am
Clubhouse & Via Zoom

CALL TO ORDER

The meeting was called to order at 10:07 am by George Bryant, 2020 President.

IN ATTENDANCE

George Bryant	Adam Berkowitz	MaryJane LeKanides (via zoom)	John Winebar
Dale Mullarkey	John McLendon	Leon Hicks (via zoom)	
Carson Lawrence, LRES		Natalie Pyron, LRES	

ADJUSTMENT/APPROVAL OF AGENDA

The agenda was approved as presented subject to the addition of discussing the homeless camp near the County Boat Ramp.

CONSENT AGENDA

The following items were approved as consent agenda. MaryJane abstained, due to lack of prior involvement.

- Approval of Minutes of Board Meeting of January 29, 2021
- Review of Minutes of Annual Meeting of March 6, 2021
- Decisions Made Via Email or Via Work Sessions:
 - Agreement via email to hold April 23, 2021 Administrative Workshop.
 - Officer approval to replace batteries in card reader of tennis court security system for \$200.
 - Officer approval to release \$3K payment to Coastal for cleaning out swale behind Minnesota homes.
 - Board approval to regrade swale at 5183-5185 Minnesota & Officer approval to release payment to Edge for \$1,498,88.
 - Officer approval of the Yard and Garden Tour.
 - Board approval of the the March/April newsletter.

ELECTION OF BOARD OFFICERS

The Board elected the following slate of 2021 Officers.

President – George Bryant	Vice President – Dale Mullarkey
Treasurer – John McLendon	Secretary – Carson/LRES (non-voting member)

REVIEW OF COMMITTEE STRUCTURE & APPOINTMENT OF LIAISONS

- **Committee Appointments** – No official changes to committees were made at this time. Liaisons will follow up and report back at next meeting.
- **Appointment of Committee Liaisons.** The Board agreed to the following Board Liaisons.

Community Activities – Mary Jane	Property, Grounds & Maint. - Dale
Finance – John M.	Safety & Security - Adam
Communications – Leon	Golf Course - John W.

2021/2022 MEETING SCHEDULE

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

The Board also agreed to typically have meetings at 11am on Fridays.

- BOD –June 11th
- Community Mtg – July 31st (Saturday) @ 10am
- BOD - August 27th
- Budget – September 10th
- BOD – October 15th (may combine w/Sept)
- BOD – November 19th
- BOD – January 14th
- Annual – January 29th (Saturday) @ 9am

It was agreed that Year End Summary will again be emailed instead of mailed as part of Annual Package.

REVIEW OF ANNUAL MEETING

- Plan B for Amenities is Top Priority for 2021.
- Communities Activities will be resuming shortly as COVID conditions improve and a strong chair is needed.
- Town Hall Meetings had a positive impact and should be considered more often.

TOWN/NEIGHBORING CONCERNS

- Discussions with the Town – Town has delayed Beach Assessment decision to 2022; it will likely be a 2024-25 project. The Town is strongly considering closing the Fire Station. LRES will research deed of gift and send a letter to the Town. LRES will also contact airport to discuss their position on the issue.
- Golf Course - Drainage & Ponds – It was noted that this being discussed. LRES will try to stay in touch with new manager.
- Church – No updates were noted.
- Westport Owner ARB Request for Imperious Variance – Board unanimously agreed that no owner would be granted a variance that is in violation with the State Stormwater Permit & Deed Restrictions.

COMMITTEE UPDATES

- **Finance & Treasurer's Report** – March Financials are in the works.
- **Communications** – The Board discussed asking the Committee to coordinate newsletters with the timing of Board Meetings and other mailings.
- **Safety/Security**–
 - No Parking Signs – Board noted installation is planned for Boss Court. Other signage will be evaluated by Committee.
- **Property/Grounds & Maintenance** – Projects reviewed/considered by Committee.
 - Landscaping Projects – \$4500 Budget – Board approved of \$1319.18 estimate for the Park on Minnesota per below specs.
 - Estimate to provide plant install around power meter, irrigation valves and well.
 - Make existing landscape bed larger to include the above utilities.
 - Spray out area, bed edge and prep area for install.
 - Install 14 - 3 gal Podocarpus to form border around utilities.
 - Install 1 - 15 gal little Gem Magnolia as foundation planting.
 - Install pine straw to enlarge and tie in with existing bed.
 - Idea is to use plants that can grow within the space with little maintenance and not outgrow the area and have to be removed someday but provide a natural block of the utilities.
 - Total labor and materials: \$1,319.18
 - Tennis Courts - Drainage Around Courts– Outerbanks Courts has been delayed. Below are items previously approved/scheduled.
 - Drainage on Court Perimeter - approximately \$3,000 depending on the exact linear footage required. Scheduled for Fall 2020.
 - Fence Repairs - \$3,888.86 (see attached) Approved for Fall 2020; after drainage.
 - Windscreen Replacement – \$1,550.00 Approved for Fall 2020; after drainage.
 - Court Leveling and Resurfacing - \$10,910.50 (see attached). Approved for 2021.
 - Tennis Courts – ADA Access – Committee is evaluating for 2021.
 - Parking Plans & Signage – referred to Safety & Security.
- **Community Activities** – Most activities are on hold per covid.
 - Food Truck Request – Board noted the following requirements and asked that Committee provide more details.
 - truck is parked at the Clubhouse
 - no alcohol is served
 - vendor obtains proper license(s) and insurance
 - vendor obtains proper health dept. permits
 - the area is properly cleaned up following event
 - only 1 food vendor at a time

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

LRES reported that engineers are stalled waiting on Developer to resolve stormwater permit concerns.

III. RE-OPENING PLANS

a. Pool

- **Preparations** - Pool rules will be sent via email. Furniture will be arranged per COVID restrictions.
- **COVID Restrictions** – limit of 30 people, remove 2 table sets, space out lounges, waivers required, no sign up app will be used, 2 hour limit will be encouraged, no toys allowed. Pool monitor will be used

SHMPOA BOD Worksession for 4-23-2021

Saturday, Sunday & Holidays.

- **Ongoing Preventive Actions** – Restrictions will be noted. Board will review following updates in Governor's orders.
- **Water Aerobics** – attendance limited to 8 plus instructor. To occur on weekdays prior to 10am.

b. Clubhouse – Will be revised at June Meeting.

IV. HOMELESS NEAR BOAT RAMP – John M. shared with the Board ongoing concerns about the homeless camp on Duke Energy land. John McLendon will write a letter and review with Carson.

MEETING ADJOURNMENT

A MOTION was made to adjourn the meeting. The motion PASSED unanimously. The meeting adjourned at 12:17 pm.

Respectfully submitted,
Carson Lawrence, Secretary
Lawrence Real Estate Services