

SHMPOA BOD Meeting Minutes for 8-26-2022
South Harbour Master POA BOD Meeting Minutes
Meeting Date: August 26, 2022; 11:00 AM
Meeting Location: SH Club House & via Zoom

OWNER COMMENT PERIOD

- Tim Confer – Glen Cove Board Member – Noted stormwater concerns along Glen Cove Drive. It was repairs have not been finalized or approved.
- Ron Wynne – Village Green President – Asked for updated on Stormwater Permits. LRES noted that they have been working with the Developers engineer to hopefully get the permits transferred in the near future.
- Alan Slobodien – Village Green Board Member – Asked for an update on the website. LRES explained that they hoped to have repairs made shortly.

I. Call to Order – Adam

Time: 11:14am

IN ATTENDANCE

Adam Berkowitz

Leon Hicks

Roberta Guendelsberger

Jim Cross

John McLendon

Bill Martin

Carson Lawrence, LRES

Joy Phelps, LRES

Absent: MaryJane LeKanides

Owners: 2 in-person & 10 via zoom

II. Adjustment/Approval of Agenda – Adam

Agenda was approved as presented based on motion made by John, seconded by Roberta and unanimously approved.

III. Consent Agenda - Adam

The following items were unanimously approved via a motion made by John and seconded by Roberta.

- Approval of Minutes of Board Meeting of June 10, 2022
- Approval of Minutes of Special Board Meeting of June 28, 2022
- Approval of Minutes of Community Meeting of July 23, 2022
- Items Approved Since Last Meeting:
 - Approval via email of Marina Parking Lot Ad Hoc Committee Members

IV. Committee & Management Updates

• **Finance & Treasurer's Report - John**

- Review of July Reports – Reports have been sent to Committee. John noted that there is approximately \$724K in Reserves and \$218K in Operating of which \$167K is dedicated to Capital Improvements.
- Payment of Stormwater & Road Expenses – John wanted it noted that recent projects within Glen Cove are covered as part of the "Full Dues" structure, where Glen Cove is a fully participating dues paying association in accordance with the budget approved at the last annual meeting.
- Audit Update – Auditors recently requested additional information which LRES has provided for their review.
- Budget Preparation – John noted that LRES is working with committee members to schedule a budget meeting in the next couple of weeks. Goal is to have to Board for review and potential approval at 10/7 mtg.

• **Communications – Roberta & Leon**

- Upcoming Newsletter – The Board unanimously approved of the September Newsletter as presented via a motion made by John and seconded by Roberta. LRES was authorized to distribute via email. It was noted that newsletters are published via email quarterly and owners not receiving emails need to contact LRES.
- New Members Needed – Roberta noted that new committee members are needed to produce the newsletter. Volunteers were encouraged to contact LRES or the Committee.
- John thanked the committee for their hard work over the years.
- Adam noted that if no one volunteers to work on the newsletter, it will likely not continue.

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- **Marina Parking Lot Ad Hoc Committee – Bill**

- Presentation of Recommendations – The Board reviewed an email provided by John. After several versions of motions being made but subsequently withdrawn regarding installing a protection barrier for a fire hydrant on Fish Factory, LRES agreed to investigate some costs and report back to the Board. The Board agreed to review further and hope to discuss at the October Meeting.

- **Safety & Security - Bill**

- Glen Cove Owner – Speed Limit Signage Request – After discussion of a request for additional signage on Glen Cove Drive, the Board unanimously approved a motion made by Bill and seconded by John to install a sign in the Master common area near 5066 GCD.

- **Property/Grounds & Maintenance – Jim**

Jim Cross gave an update on the following:

- Clubhouse punchlist items noted following the painting have been addressed.
- The pool continues to have algae problems, but the pool company is treating. It will likely not be cured until the pool can be closed and treated and/or partially drained.
- Jim thanked the Vassers for installing the irrigation around the pool area for planters.
- Jim noted that the Glen Cove paving has been an improvement and looks good. The stormwater work is still underway.

- **Golf Course – Par 3 Committee – Jim**

Jim noted the following:

- There are updates in the upcoming Harbinger.
- The Town recently leased ~ \$250K in new equipment but is down 1 employee. Another employee is needed to work the sand trap equipment.

- **Community Activities – Mary Jane**

It was noted that Mary Jane was absent. But Roberta encouraged all to review the activities listed in the upcoming Harbinger.

- **Fish Factory Rd Development Ad Hoc Committee - Leon**

Leon noted that the Town recently hired a new planner and was conducting a feasibility study of all areas within Oak Island in regards to multi-use paths. Hopefully this will be a positive development for the Fish Factory pathway.

- **Management - Maintenance & Admin Items - Carson**

- Completed Items – the following were reported to the Board, but it was noted that many were explained within Jim's P/G&M report.
 - Pressure washed fence around pool
 - Clubhouse Columns: front replaced completely, back columns repaired
 - Threshold @ kitchen door fixed
 - Leaks at foot wash repaired
 - Adjusted Speed Signage at Glen Cove and Installed new Sign in MCC Area
 - Flags Replaced at Clubhouse
 - Plexiglass replaced again at Pool Emergency Exit
 - Security System – new camera installed and software updated on multiple LRES computers
- Updates on Ongoing Items
 - Replacement letters for vandalized FF Monument – Letters were replaced in 2020 at both entrances for ~\$4400 (\$2200/entrance). The goal has been to work with the same vendor to get missing letters replaced at a reasonable cost. But the delays have become extremely unreasonable. This vendor is supposed to be making the missing letters and repainting all to match as a very reasonable ~\$250 cost. LRES is trying to find another vendor willing to and capable of making the letters. The Board discussed having a different freestanding type of sign installed to identify the community as a whole as well as some of the amenities and area businesses, with a note that the businesses could contribute towards their identifying placards. The Board unanimously approved a motion by John and seconded by Bill to pursue this type of sign.
 - Stormwater Updates – Glen Cove project in final stages – project has not been completed

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and LRES is working to resolve owner concerns.

- Glen Cove Drive Paving – *project in final stages – project complete and positive feedback received.*
- Town Updates Requested Regarding Vanessa Drive – *paving on Vanessa has been delayed and Town could not provide any timeframe but says it will be completed in 2022. The Town would not make any statement regarding NC-DOT plans for a potential traffic circle at Long Beach Rd and LRES has been unable to get any info from DOT.*

V. Status of Plan “B” for Improving/Expanding Community Amenities - Adam

Adam provided the following updates:

- Closing Status – LRES is still awaiting recorded survey and continues to follow up regularly with all parties involved. The goal is to finalize docs before the end of the month.
- Plan to Pay Back Reserves Borrowed for Property Purchase from Capital Improvement Funds – Currently the Capital Improvements Account has just over \$173K. This means that we will need to borrow a little over \$155K from Reserves. We will create an A/P line item to track the re-payment of these funds to reserves. If repaid at currently funding of ~\$5,416/month, it would take ~29 months to repay Reserves without adding any interest. The Board unanimously passed a motion made by John and seconded by Roberta to adopt this repayment plan.
- Community Survey Development – John and Bill agreed to work on a survey with the goal of launching in September.

VI. New Business – Adam

There was no New Business discussed at this time.

OWNER COMMENT PERIOD

- Phyllis Jackson – Golf Villas President – noted budget concerns related to the property acquisition. LRES explained that there will be 2 surveys. The first (sent out this fall) will help to identify the goals, priorities and needs of the community. The second (follow-up) survey will provide more detailed proposals developed based off the results of the 1st survey.
- Tim Confer – Glen Cove Board – noted the following:
 - Offered to hand deliver newsletters to anyone not comfortable with email.
 - Ongoing speeding concerns.
 - A broken and dirty fencing on GC Drive near CC pathway.
 - GC strongly supports the Community Clean Up Day
 - Concerns over marina parking lot expenses. LRES clarified that expenses are being charged back to the impacted owners of the Marina area in accordance with the 2022 Amendment.

OPEN MEETING was adjourned at 12:35 by unanimous agreement.

IX. Executive Session – resumed at 12:36pm

- **Town/Neighboring Concerns - Adam**
 - Discussions with the Town – There was no additional discussion at this time.
 - Golf Course - There was no additional discussion at this time.
 - Marina Parking Lot –John agreed to make a list for the 10/7 meeting. LRES will also contact the Marina regarding liability concerns about the use of the lot for events requesting a basic waiver and notification.
 - Property Discussions – The Board discussed the lots listed for sale on Glen Cove. It was noted that these are not as advantageous for the Master as the land currently under contract and these lots have a number of concerns related to impervious.

X. Adjourn - Meeting adjourned at 12:58pm based on unanimous agreement.