

SEASIDE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.

APPROVED REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS

October 24, 2018

Opening of Meeting: The regular meeting for the month of October 2018 of the Board of Directors of Seaside Plantation Property Owners Association, Inc. was called to order by President Mike Baker. All Board members were present; i.e., Lynn Russo, Rob Frederick, John Kime and Steve Frost. Jane Harris, representing Benchmark CAMS, was also present. *(These Meeting Minutes were taken by Reatha Robertson, Recording Secretary; this was the last meeting that Reatha performed this duty for the Seaside Board, as she has decided to 'retire' from the volunteer position. Her service to Seaside is very much appreciated and she will be greatly missed.)*

Approval of Minutes: Motion was made and approved to accept the September 2018 minutes as written.

Approval of Email Motions between Meetings: There were none.

Financial Report: Steve presented the Financial report; he explained different entries in the report including transferring CD funds to the Reserve Account. Steve stated there is nothing out of the ordinary and the Financial report is in good standing. There was a discussion regarding payments from Ocean Keyes and it was requested that future payments from Ocean Keyes be billed on a quarterly basis. After further discussion, the September Financial Report was approved.

Jane had received the signed Audit Financial papers from Waccamaw (previous management) and submitted similar papers to be signed by Seaside Plantation. Steve, as Treasurer, signed the appropriate papers. This was necessary to prepare for the Financial Report briefing at the upcoming Homeowners annual meeting.

Motion was made and approved for the 2019 budget, increasing the annual assessment by 3% to \$1,930 for each POA member. Operating budget will be break-even, while targeted reserve expenditures are expected to exceed the funding for reserves by approximately \$8,000.

Delinquent Accounts: Jane stated there are seven non-build delinquent accounts; four have been paid and three remain under default judgment process. Current delinquent accounts are being paid monthly.

Committee Reports:

Communications: Lynn timer briefed the Board on the current Seaside Website www.seasideplantationnmb.com that was built in 2011. An 8-year old website is very dated now, technology-wise, and the website has issues with being viewed on mobile devices, such as iPhones and iPads, among other problems. She proposed updating the system to include new technology and to permit much more efficient/cost effective data entry updates by Lynn timer instead of having to go through our website host. The cost of rebuilding the website is \$750, but the cost will be recouped within three years by lowering current data updating expenses. Mike asked about having either a private, password-required area on our website, or if we can link our site to CAMS. Lynn timer will investigate all options. The new, rebuilt website should be ADA-compliant. Lynn timer already inquired about website security with WordPress and the updated website, and was assured by our website host and new site builder that it would indeed be secure. After discussion, motion was made and approved to accept rebuilding the Website system. Jane stated there is space available on the CAMS website for Seaside Plantation information.

Website Updates: There were eight updates during this past month, including posting of July Board Minutes, updating the calendar and existing Parking Policy, and adding Property Maintenance Guidelines & Definitions, Seawall Guidelines, and Exterior Lighting Guidelines. Also, the Fall 2018 Newsletter was posted.

Community Email System: There were nine Community Emails sent since September 24th regarding hurricane clean-up, gate closure, pool and spa hours, dine-out, notifications for Casino Night event, and the Fall Newsletter.

Newsletter: The Fall Newsletter was delivered to Seaside residents via email on October 19th.

Social: Lynn timer's report included the following scheduled Social events: Luau was a sell-out, Casino Night on October 26th, Ladies Christmas Luncheon on December 6th, and Seaside Plantation Christmas Party on December 14th. Mike Baker is handling obtaining the music/band for our neighborhood Christmas Party to be held on December 14th at the Surf Club.

Public Works: John stated there are two issues still pending final resolution: the repaving of rough patches on the streets and the peninsula erosion project. John has scheduled a walk-through on Friday with the contractor, Rick McDavid, on the street repaving project. There are some rough areas (where gravel is showing) that need repaving, particularly on Ocean Pointe Court, Sea Vista Lane, and the circle by the Amenity Center. John was not sure of the timing of this; whether we want to try to complete this either before or after Thanksgiving, as

some street closure will be required. Lynn suggested we try to have it done as soon as possible before the weather gets too cold, which could cause delays. With reference to the peninsula erosion project, the contractor is scheduled to complete repairs of soil wash-out areas, install sod, and bury the electrical cable that services the fountain. All agreed the Phase 1 project sod around the Amenity Center has rooted in well and is in good shape. John Kime offered to assist the new Board after the Annual Meeting as needed for these public works projects.

Randy Pool joined the meeting as Chairperson for the ARB Committee. He had performed an inspection of all curbs in the neighborhood; there are 28,000 linear feet of curbs in our neighborhood. A discussion ensued regarding future repair of curbs, which are the responsibility of Seaside Plantation Property Owners Association, and sidewalks, which are the responsibility of the homeowner. Randy has asked Carolina Concrete for a proposal and the scope of work required. Once received, Randy will present it to the Board. There is \$14,350 in reserves for curb repairs every 8 years.

Another discussion was held on the pressure washing of neighborhood sidewalks, and options for paying for this pressure washing.

ARB: Randy Pool presented the following ARB report:

Open ARB Status: There are four open items: Lots 27, 109, 70, and 108.

New ARB Status: Lot 37 - Install natural gas generator. Lot 97 - Removal of tree. Lot 34 - Removal of three trees. Lot 60 - Install pavers and masonry cooking island. Lot 1 - Install pavers and fire pit. Lot 126 - Remove tree. Lot 18 - Install hot water heater and water filtration system. Lot 162 - Removal of tree. Lot 3 - Repair seawall.

Randy stated there are five outstanding ARB Security Deposits on the following lots: Lots 27, 109, 70, 1, and 3.

Regarding Property Audits, Jane reported she has a meeting scheduled today with a homeowner regarding property inspection actions. Rob had asked CAMS previously for an independent auditor to evaluate the properties with issues. Rob reported the deadline for repair action had been extended to October 15th and since that date has now passed, a plan for penalty phase is warranted. Rob stated 34 letters were initiated and 7 remain open. Of these, three are unresponsive and four are working on correction. A second violation will be sent. Mike asked for clarity on the criteria of trimming trees over sidewalks. Rob responded the guideline is 6 feet and that all guidelines are now posted on our website.

Amenity Center: Steve reported notification of the new pool hours was posted.

Landscape: Rob's report included the following:

Amenity Center: One tree had to be removed due to damage incurred from the hurricane. Tree trimming also took place. Three Crepe Myrtles valued at \$800 will be donated and planted in spring of 2019 thanks to Randy's work with a new construction project that required new plantings due to a large tree removal. Phoenix has submitted a plan to revitalize our median in 2019 located in the Amenity Center parking lot. Investigating refurbishment of irrigation pump vs. replacement; action taken will depend on cost of refurbishment.

Entrance Enhancements: Tree removal at East Gate. Signage painting planned. Fall decorations planned.

Pedestrian Gates: Waiting on quote to replace 8th Ave gates.

Irrigation: All systems working properly.

Flowers: Fall flowers planted October 11th.

Landscaping Maintenance: Routine maintenance continues.

Mike requested repair of the fountain (swans) in the circle at the Amenity Center be researched. John Kime will call our electrician, First Electric, to investigate why the circuit breaker continues to trip for the lights at the East gate entrance pool.

Safety, Security, & Technology: A presentation by Carolina Time regarding security was held. We have not yet received any information from Carolina Time on questions the Board asked at the presentation. Mike to follow up.

Confirmation of the Next Meeting: The Annual Homeowners Meeting will be held November 17th. at 10:00 AM at the St. Stephen's Episcopal Church Parish Hall.

Adjournment: With no further business, the meeting was adjourned.

Lynnie Russo, Incoming President

For Mike Baker, Outgoing President

Jane Harris, CAMS Community Manager

For Reatha Robertson, Outgoing Recording Secretary