

SEASIDE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

December 11, 2018

Opening of Meeting: The regular meeting for the month of December 2019 of the Board of Directors of Seaside Plantation Property Owners Association, Inc. was called to order by President Lynn Russo. All Board members were present; i.e. Randy Pool, Rob Frederick, Bill Rodgers and Steve Frost. Jane Harris, representing Benchmark CAMS, was also present. The Board welcomed Ellen Winkler as their new Recording Secretary.

Approval of Minutes: Motion was made by Bill Rodgers, seconded by Randy Pool and unanimously approved to accept the November 2018 minutes as written with the exception to remove specific property owners' names.

Approval of Email Motions between Meetings: No email motions were made between meetings.

Financial Report:

Annual assessment letter and invoice statement: Steve Frost, Treasurer and Jane Harris from CAMS reviewed the financial report as of November 30, 2018. The Board reviewed the Annual Assessment cover letter and invoice statement. Minor changes to the cover letter were submitted by President Lynn Russo and approved for mailing to property owners, which CAMS is to complete not later than December 13th. Due date for the payment is January 1st, as it has been in years past, with a 30-day grace period before the late fee of 1.5% per month is applied. Board approved extending grace period to 45 days, February 15th, if mailing was delayed any further.

Approval of financial report: The financial statement as of November month end was reviewed. It was noted that the CD for our reserve funds was reinvested in mid-November. It was requested by Steve Frost for CAMS to reimburse the reserve fund for 30 days of interest totaling \$402.04 for their late reinvestment of the rollover from the prior CD, which matured the end of September. Net Operating Income through 11 months is \$30K with December operations expected to be bring net operating income (NOI) down to approximately \$6K for year-end 2018 (reduced from \$10k to recognize tree removal invoices totaling \$3,800). Board members were reminded to ensure that all invoices for 2018 expenses be submitted to CAMS so that they can be paid or accrued as of year-end. Rob Frederick moved to accept the financial report as presented and Bill Rodgers seconded. Board members unanimously approved.

Committee Reports:

Social: Bill Rodgers provided the Board with a report of the Social Committee. Bill stated that there are currently 65 attendees signed up for the annual Christmas Party scheduled for December 14th at the Surf Club. The committee has planned two events to start off 2019. A casual potluck social will be held on Wednesday, January 16th, at 5 p.m. On March 5, 2019, a Mardi Gras party is scheduled. A meeting was scheduled for January 7, 2019 to finalize plans and to discuss future events.

Security: Rob reported that all security documentation from CAMS has been received and is under review. A security system summary defining current cost and vendor information was provided to the Board. He also provided the Board with an overview and evaluation of several security companies. Board members

defined the scope of work and agreed to provide card access entry to both pool gates along with the front door and north door of the Amenity Center. Rob is having proposals modified based on current scope and will provide detail at the January board meeting in order to install the card access system prior to the pool opening in early spring. Our entrance gate access upgrade will follow in late spring when callbox system is commercially available. Seaside's Contractor Policy was revised from requiring a minimum of 3 customers to 1 customer to be granted RFID access for reoccurring maintenance. CAMS is to perform an annual audit of contractor access listing every February.

Architectural Review Board (ARB): Randy Pool presented the December 2018 ARB report and open ARB actions. There are three open ARB cases.

Randy stated the committee has received four new ARB applications. Randy reviewed the ARB security deposits.

Property Audits: Rob Frederick reviewed the status of the property audits. Violations include: five open outstanding; two pending; and two completed. Currently audits are part of ARB and Landscaping duties. The Board agreed that the responsibility for property audits will be consolidated under the ARB going forward.

Amenity Center: Steve Frost indicated there is currently no money budgeted in 2019 to paint the exterior of the Amenity Center. Committee will review again in the spring.

Public Works: Randy Pool provided the Board with an update on Public Works activities. Committee membership is now complete. Randy received a copy of the sealcoat contract and will follow up with the contractor.

The color-coded curbing master plan is expected next week. Randy will continue to follow up.

The Board discussed potential plans to power wash all sidewalks and curbs. Discussion ongoing.

Randy believes there may be a solution to more efficiently manage running the lake maintenance pumps. He proposed an energy audit to determine usage then follow up with the city of North Myrtle Beach. To that end, Randy requested electrical invoices from the last 5 years from CAMS.

Landscape: Rob's report included the following:

1. Amenity Center / Entrance Enhancements
 - a. Christmas decorations on display
 - b. Final coat/sealing on East Gate sign painting is expected to be completed shortly
 - c. 8th Avenue hedges trimmed
2. Pedestrian Gates
 - a. Quote to replace 8th Avenue pedestrian gates still pending
3. Irrigation
 - a. Systems turned off, in winter mode
 - b. Broken conduit servicing new irrigation pump replaced at Amenity Center pump house
4. Flowers
 - a. Pansies performing well, providing plenty of color
5. Landscaping Maintenance
 - a. Winter maintenance continues with weekly street cleaning
6. Memorial Garden
 - a. Drew's plaque is installed. Targeting January social to hold dedication, as Gigi will be in town.

Communication:

Lynn timer Russo emailed complete report earlier to the Board. She stated that the website rebuild should be completed within a week or two.

Continuing Discussion Items:

Record Retention: Bill Rodgers provided requested information from Lynn timer at the previous Board meeting regarding purchase of fireproof filing cabinets for important Seaside documents. Board members determined that a thorough review of documents currently held in storage at CAMS be completed before to any purchase in order to correctly determine needs.

Camera operation and monitoring training for current board members will be scheduled. Rob to follow up.

Board will continue to **review vendors and current contracts as well as utility consumption** with a goal toward better efficiency.

New Business:

Storage for Amenity Center including the pool. Randy and Steve will explore viable options to add additional storage.

Parking permits. It was determined that CAMS will take responsibility for responding to resident parking permit requests and for issuing resident parking permits, as outlined in the Parking Policy found on the Seaside website.

Confirmation of the Next Meeting:

The next meeting is scheduled for Tuesday, January 8, 2019, at 9:00 a.m. at the Amenity Center.

Adjournment:

With no further business, the meeting was adjourned.

Lynn timer Russo, President

Ellen Winkler, Recording Secretary