

SEASIDE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.

SPECIAL MEETING OF THE BOARD OF DIRECTORS

November 30, 2018

Opening of Meeting: A special meeting 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.

Approval of Minutes: Motion was made by Rob Frederick, seconded by Bill Rodgers and unanimously approved to accept the October 2018 minutes as written.

New Board Slate of Officers: The officers were elected by the Board to serve as follows:

President – Lynn Russo
Vice-President – Randy Pool
Treasurer – Steve Frost
Secretary – Bill Rodgers
At-Large – Rob Frederick

New Board Committee Director Assignments:

Amenity Center – Steve Frost
ARB – Randy Pool
Communication – Lynn Russo
Landscape – Rob Frederick
Public Works – Randy Pool
Security – Rob Frederick
Social – Bill Rodgers

Approval of Email Motions between Meetings: Upon a motion by Steve Frost, seconded by Bill Rodgers and unanimously approved, the board ratified the payment of the invoice to A.O. Hardee in the amount \$9,342.00. This invoice was in arrears as it had been sent to the prior property management company's address.

Financial Report: Steve Frost presented the October financial statement. Steve expressed concern that the Board approved the purchase of a new CD due to the redemption of the Alliance Bank CD which matured at the end of September, and the purchase of the replacement CD did not take place until November 8, 2018, which cost the association approximately 30 days of interest income. Steve requested that CAMS reimburse the Association for the 30 days of lost income.

Steve requested that Ms. Harris perform an analysis of the prepaid assessments account to determine the owners included in the report and that carrying these balances was appropriate. Steve also requested that the shared reimbursement for the lake be accrued monthly and paid quarterly.

Steve informed the Board that the Association could be between \$2,600.00 - \$9,700.00 favorable in operating income before reserves as of December 31, 2018.

Jane Harris provided the Board with a sample cover letter and statement for the billing of the 2019 Annual Assessment. The Board reviewed these forms and requested Ms. Harris to make corrections on the letter and statement and return to the Board for their review with the expectation that the invoices would be mailed to all property owners early in December.

Board Governance: Steve suggested that Board members provide their written report for the Board meetings three days in advance of the meeting so that all could review prior to the meeting to allow appropriate time for discussion and action during the Board meeting. Steve did mention that advance financial reporting could be an issue for some months due to the meeting dates being in the early part of each month.

Committee Reports:

Amenity Center: Steve stated that after some research, it was determined that hardwood floors in the Amenity Center are not feasible. Hard surface flooring creates acoustical problems, scratches on flooring, and safety/slippage issues. The Board agreed that a high grade of commercial carpet was the best flooring solution. In addition, Steve indicated that 2019 Amenity reserve expenses budgeted would include the painting and flooring of the Amenity Center and possible pool and equipment repairs, as required.

ARB: Randy Pool presented the Board the November 2018 Architectural Review report and open ARB actions.

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

Communications: Lynnne Russo stated the next quarterly newsletter was scheduled to go out to the membership on January 15, 2019. She requested that each Board member provide a written report by January 8, 2019. Lynnne informed the Board that Sue Pastroff has volunteered to head up the Newsletter, beginning with the Spring 2019 issue.

Lynnne stated that the most recent email notice to the membership was the Christmas Party reminder. She also informed the Board that Charlie Babb, Babb Custom Homes, has contributed \$500 for the cost of the music for the Seaside Christmas party.

Lynnne stated that the website is being worked on but will probably not be completed in 2018. Steve indicated that he would like the invoice for this work accrued in 2018.

Landscape: Rob's report included the following:

At the Amenity Center, tree stump was removed, and Daniel completed the work at the peninsula washout, added dirt and sod, and buried cable.

Christmas decorations will be put out on Monday at the entrance areas and Amenity Center. Tricia has completed first coat of gold paint on signs. Final coat and sealing will be completed soon.

Rob stated that in 2018 all irrigation pumps were replaced at the Amenity Center and 8th Avenue.

Rob ask for input from the Board on how to handle the dedication for the plaque for Drew in the memorial garden. The Board suggested contacting Gigi for a date. Suggested perhaps having the dedication at the January social. The plaque should be installed at the rose garden and the Board requests that Larry and Mike perform the dedication.

Property Audits: Rob reviewed the status of the property audits.

Public Works: Randy Pool provided the Board with an update on public work activities. Mr. Pool stated that the first phase of the seal coating is complete. Seafarer Way and the Amenity Center are scheduled for work in mid-spring. The vendor is requesting a 50% deposit prior to scheduling the work. The Board expressed concern over both the late scheduling and the deposit request and suggested that former Board member and Public Works Director, John Kime, be contacted concerning this issue.

Randy updated the Board on the curbing master plan. Randy stated that the company, Myrtle Beach Concrete, toured the community and will provide a scope of work and fee for the repair and/or replacement of the curbing. Once a proposal is received, a budget can be completed for the master plan.

Security: Rob Frederick informed the Board that he has requested reports from CAMS to include all contracts associated with the security system, and current policies and procedures for homeowners and contractors. Rob also requested information on contractors who have been provided RFID tags, placards and trailer stickers, 4-digit codes, and temporary construction cards, as well as a list of realtors with codes or devices, homeowner card information, and any other listing not included in the above.

Rob stated he has been evaluating different security companies. He would like to set up a meeting with preferred vendors and the Board of Directors. He will provide a letter with a list of questions to the candidates and set up a meeting date.

The Board discussed the contract with Carolina Time and Equipment. After discussion, it was determined that the contract had been cancelled with a letter from the Board as of November 26, 2018. The Board requested Jane Harris to contact Nick Danikas with Carolina Time and Equipment to request that the Association be on a 30-day month-to-month contract and to pay the contract monthly instead of annually.

Social: Bill Rodgers provided the Board with a report of the Social Committee. Bill stated that the committee met on 11/27/18 to finalize the annual Christmas Party scheduled for December 14th at the Surf Club.

Bill Rodgers is the new Social Committee director. Phyllis Rudolph has accepted the role as co-chairman of the committee. Bill will serve as co-chair with Phyllis until a new co-chair has volunteered to serve.

The committee has planned two events to start off the new year. 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 at 11:00 a.m. to finalize plans and to discuss future events.

Confirmation of the Next Meeting:

The next meeting is scheduled for Tuesday, December 11, 2018 at 9:00 a.m. at the Amenity Center.

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

Lynnie Russo, President

Jane Harris, Recording Secretary