

**SEASIDE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

**January 8, 2019**

**Opening of Meeting:** The regular meeting for the month of January 2019 of the Board of Directors of Seaside Plantation Property Owners Association, Inc. was called to order by President Linnie Russo. Board members present were: Randy Pool, Rob Frederick, and Steve Frost. Member Bill Rodgers dialed in remotely. Jane Harris, representing Benchmark CAMS, was present, as was Ellen Winkler, Recording Secretary.

**Approval of Minutes:** Motion was made by Steve Frost, seconded by Bill Rodgers and unanimously approved to accept the December 2018 minutes as written.

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

**Meeting Request:** A meeting with CAMS' owners was requested by the Board as soon as possible to discuss CAMS' management performance with Seaside Plantation. Possible dates for owners Mike Stonestreet and Dave Sweyer to meet with the Seaside Board was requested from property manager, Jane Harris. She is to send us possible dates by the end of the week.

**Financial Report:** Jane Harris and Steve Frost provided the financial review for the month of December and year ending December 31, 2018. We ended the year with Operating Income of \$7,070, and Reserve Expenses in excess of Assessments Allocated to Reserves of \$50,266, for a Net Loss of \$\$43,196. Non-build fines totaled \$23,485 for the year which is \$8,885 more than budgeted. Significant unbudgeted operating expenses in December were \$3,750 for tree removal and \$750 for website redesign. Jane confirmed that CAMS would pay for the cost of the assessment billing, due to their many issues that delayed the mailing. Steve stated **that we would be looking at the reserves at our next meeting.**

**Approval of financial report:** The financial statement as of December month end was reviewed and approved.

**Committee Reports:**

**Social:** Bill Rodgers provided the Board with a report of the Social Committee. The committee met on January 7<sup>th</sup> to discuss upcoming events and new proposals. Two events are planned to start 2019. A casual potluck social will be held on Wednesday, January 23<sup>rd</sup>, at 5 p.m. and will include the dedication of the special garden plaque as a tribute to Drew Gillespie, former Seaside President. A Mardi Gras party is scheduled for March 5, 2019.

**Security:** Rob provided Board members with proposals from two companies regarding a new security system for the neighborhood. Members discussed the proposals at length and determined that TEM provided an overall better quality proposal utilizing a LiftMaster product. Steve moved to accept the TEM bid and Bill seconded. Motion was approved per Board member vote. The Pool Gate Key System and Amenity Center will be completed in the first phase with a target date of completion prior to the pool opening in April. Phase II will include hardware and software upgrades to both neighborhood entrance gates with a target date of completion in late spring. The Board agreed to issue new devices as part of the project (2 - RFID Tags and 2 - Cards) per household and deactivate old devices, at the appropriate time, due to the poorly maintained

database and complexity of validating all current devices. Homeowners will be able to buy additional devices, not to exceed 8 per household. Clickers will not be replaced due to numerous security violations by some homeowners allowing multiple vehicles access, with no validation or permission, into our gated community.

Security documentation received from CAMS and is under review.

Circuit breaker panels for gates: Locks and key lockboxes installed.

**Architectural Review Board (ARB):** Randy Pool presented the January 2019 ARB report and open ARB actions. There are four open ARB cases. Randy stated the committee has received three new ARB applications. He also reviewed the ARB security deposits for five residences.

**Property Audits:** Randy reviewed the status of the property audits. Violations include four open/outstanding and two pending.

**Amenity Center:** Steve Frost reported that the hot water heater was replaced. The decision to upgrade flooring to hardwood has been determined not appropriate so the Board will review possible carpet replacement.

**Public Works:** Randy Pool provided the Board with an update on Public Works activities.

Seal coating on Seafarer Way and the Amenity Center parking lot is under further review.

Still awaiting the proposal for the community-wide assessment and color-coded map of the existing curb conditions for master planning and budgeting purposes.

The Board decided to table the power washing of all sidewalks and curbs project.

Randy is still awaiting receipt of the last five years' of electricity usage invoices from CAMS (as had been previously requested).

The next phase of the storm water piping repairs will occur Summer/Fall 2019. 490 feet of 18" underground polyethylene storm water piping in East Coast Lane will be lined.

**Landscape:** Rob's report included the following:

Amenity Center / Entrance Enhancements

- Christmas decorations are down.
- Sign Painting - Final coat / sealing expected shortly

Landscaping Maintenance

- Winter maintenance continues with weekly street cleaning.
- Phoenix has announced a 3% increase in fees effective April 1, 2019 per our contract. This was built into the budget.

Peninsula Update

- Additional washout has occurred. Message into contractor.

Property Audit transition

- Excel spreadsheet updated and forwarded to Randy and CAMS.
- Audit file will be given to Randy at board meeting.

## Communications:

**1. Website Updates.** The following updates were made to the website since 12/11 report: new website build for Seaside Plantation; continuing work on new site; invoice sent to CAMS in 2018; calendar updated; and other small updates.

### **2. EMSP (Community Email System, GetResponse):**

- a. Community emails sent since Dec. 11:
  - o 12/20 Delayed Assessment Mailing notice sent to all
  - o 12/20 Notice of Correct Address for Assessment Mailing to all
  - o 12/20 Sent complete assessment packet to 42 residents who requested email assessments (complete packet not sent by CAMS, only the statement/invoice).
  - o 12/21 Christmas message to community
  - o 12/26 IDC Coupon Book ordering information
  - o 12/27 Updated/corrected IDC Coupon Book ordering information

**3. Seaside Resident Listings Master Spreadsheet:** Updated information as indicated for 25 residents.

**4. Newsletter:** Winter newsletter is scheduled for distribution on Tuesday, January 15, 2019. Sue Pastroff to become newsletter editor, beginning with Spring 2019 issue.

**5. Flyers/Other Communications:** Flyer for Casual Social to be held on January 23<sup>rd</sup> scheduled for distribution on Tuesday, January 8<sup>th</sup>.

## Continuing Discussion Items:

**Camera operation and monitoring training for current Board members:** Item pending.

**Record Retention:** No update. Still awaiting a thorough review of documents currently held in storage at CAMS in order to correctly determine needs.

**Review of vendors and current contracts:** Item pending.

**Dedication of Drew's plaque:** Bill to follow up with Gigi Gillespie, Mike Baker, and Larry Shoffner to confirm date of January 23<sup>rd</sup> for the dedication at the Casual Social. If that date does not work, then a dedication will be held at a future spring social outdoors.

**Insurance Coverage:** Lynn to ask neighbors John Foster and Rex White, who have insurance industry experience, to perform initial review of all Seaside policies and provide feedback to Board.

**Compliance with new SC law requiring recording of governing POA documents with the Horry County Register of Deeds:** CAMS to follow up and report back to Board when the filing has been completed.

## New Business:

a. **Animal and erosion damage in common area around Amenity Center and resident home(s):** Muskrats causing damage and erosion along common areas of lake backing up to Seafarer Way and Amenity Center. Snake Catcher scheduled today to assess issue and recommend solution.

**b. Amenity Center Bulletin Board:** Lynn timer assume responsibility for Amenity Center bulletin board as part of overall Communications Committee.

**c. Lighting and lawn maintenance:** Responsibility for community lighting and SSP lot lawn maintenance will move from Public Works to Landscape Committee.

**Confirmation of the Next Meeting:**

The next regular meeting is scheduled for Tuesday, February 12, 2019, at 9:00 a.m. at the Amenity Center.

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

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**Lynn timer Russo, President**

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**Ellen Winkler, Recording Secretary**