

## SSCA BOARD OF DIRECTORS

**May 12, 2021**

Jeff Johnson, President, called the meeting to order at 4:00pm. Meeting held at Pitt Center. Board Members in attendance: Randy Grimes, Joel Newton, Bob Baculik, Ernie Dash, Jim Kelleher, Emily Gould and Tisa Head. Susan Silbernagel was guest attendee for first 45 minutes of meeting.

**Agenda:** Agenda distributed earlier by Jeff Johnson. *Motion made by Joel to approve the Agenda; seconded by Emily and unanimously approved.*

**Minutes:** The Minutes from the April 10, 2021 Board Meeting were previously emailed to Board Members by Tisa Head for comments/corrections. *Motion made to approve minutes made by Jeff and seconded by Joel. The minutes were unanimously approved.*

### **Member Comments:**

- No comments.

### **Remarks from Boat Club:** Jeff

- Spoke to George; Boat Club does not want to use website for reservations of Boat Club events.
- Jeff requested copy of By Laws and was advised that there are no current By Laws. Also requested list of Board Members, and George said there are no formal Board Members.

### **Remarks from Tennis Club:** - Jim

- No Report

### **Slip Rentals:** Randy Grimes –

- I've forwarded everyone a summary of the slip rentals. All slips are rented or pending, with the exception of the narrow #13 slip in North marina. I recommend that we rent the transient slip in the South marina as it has not been needed for the past two years. The North marina transient slip was used three times last year and I only have two reservations for it so far this year. Unless someone thinks we should keep the second transient slip, I will rent it for \$575.00. All agreed to rent the slip.

### **Membership:**

- Last week, sent out letters to those individuals (284) who had been members in 2020 have not renewed. To date, we have received over 90 new or renewed memberships. With more than half coming by mail. I expect more, since it has only been a week since the letter was sent out.
- Susan contacted a person in the county GIS department who was very helpful and was able to send us a workable list of all property owners in Southern Shores. This list contains over 3,000 names, but Susan has culled the list down to approximately 1,100 by eliminating businesses and crosschecking to our current member data base. We will send out about 300 letters soon, and others once materials are received from printer. If anyone has suggestions on other types of communications, please let me know.

- Another project I have started is cross-checking advertised VRBOs against membership list. Very time-consuming, utilizing GIS mapping. Of the four I checked, three were nonmembers and one was a regular member. I am going to wait until after our next mass mailing before following up on this. Some discussion that we may just need to add instructions on membership application that VRBO/ARBNB's are considered Rentals, and subject to the \$95 membership fee, and rely on honor system.
- Boat club memberships are 454; Tennis is at 342 members

**Secretary:** Tisa –

**Treasurer's Report:** Ernie –

April Balance Sheet:

- Checking (Operating Funds): \$471,537.85 – includes Rollover/Mature CDs
- Checking/Savings Total: \$579,904.86

Key April Activities:

- Developed SSCA Financial Voucher(s) and Budget Line Item Numbering schema. Can be used by Boat & Tennis clubs. Will be added to policy and procedures, and begin to use immediately.
- Reserve Study Projection:  
Found agreements for maintenance of Channel Markers & Channel Dredging in our office files (Thanks Jim). Will include these commitments in our Reserve Study recommendations.
- Town Bank accounts. Advised TB to rollover the maturing CDs into our checking account.
  - The State Employees' Credit Union (SECU) is not an option for us to open any CD/MM accounts. They only support individual/personal accounts; no organizational accounts.
  - Will consider the Reserve study impacts for establishing new accounts at other OBX banks.

Plans Ahead:

- Reserve Study / TB Accounts: Plan to submit recommendations to the Board next month.
- Update SSCA Financial Policies & Procedures
- Pond Maintenance: Develop plan for funding based on BOD guidance. On temporary hold – Next after above.

ARB Report:

Six Applications processed: Five approved, 1 deferred. Note: One complaint related to neighbor's fence being processed – will involve legal review for ARB response.

**Communications/Website:** Jeff

- No report

**Long Range Planning/Bylaws:** Jim Kelleher –

- Reserve Study – Trying to determine how much money is restricted, and how much can be recategorized. Passed out list of current Reserve Accounts for discussion. With feedback from

Board, Jim and Ernie will come back with updated Reserve Accounts categories, and amounts that should be in each account (and target amounts, where appropriate).

**Volunteer & Social Coordinator:** Emily –

- Earth week was a bit quieter this year, but we still had about 20 volunteers help with cleanup, posting signs at the beach accesses and spreading the word through Facebook and next-door. Creating a thank-you flier with pictures sent to me which I will send out sometime next week. Since it was so quiet this year, Joel suggested we start coordinating Earth Day efforts towards other beautification projects to help increase productivity.
- Now that the boat club membership communication re: use of the ramp draft is completed, Deidre will post it on Facebook, Next Door and a membership email will go out to remind everyone. This information is in my parking lot monitor binder as well.
- The Improvement Through Movement pop-up class flyer was sent out on May 1. Class is on the May 13. There are eight people signed up so far, with a maximum of 15 participants. The liability waiver has already been approved and given to the instructor.
- An email has gone out to parking lot monitors introducing them to instructions on what to do for this summer. I have delivered hats to my monitors, and citations to my North Marina, Soundview Park and Hillcrest crossover monitors as well. The parking lot monitor binder is almost done and will be delivered to the first volunteer next week.
- I am waiting on Erin Price to confirm her available start date for yoga classes this summer, but we are looking at the second week of June and do one class every other week through the end of August at Hillcrest Beach Access 7 AM.
- On Saturday, June 5, I am proposing we have live music at Sea oats Park (or Soundview - will look at locations with our musician) for anyone to come join in and listen. People can bring blankets, drinks, food. It will be a happy hour music session provided at no cost to us. A way to kick off the season and get people together. The notice for this event will be:

*Saturday, June 5th, there will be live music at Sea Oats Park for 'Happy Hour' from 4-5pm. Bring a blanket/chairs, food & drinks to better enjoy this live entertainment. Please walk or ride your bikes if you live close by, as parking is limited! No registration is required, however, we ask that you respect general covid courtesy and maintain a safe distance from others. We look forward to seeing you there!*

- I am planning to do a stargazing program through ghost crab Quest this summer to be offered at Hillcrest Beach Access. Date TBA.
- Randy and I (and Susan) would like to coordinate asking those on my welcoming committee spreadsheet if they would be interested in helping Susan answer visitor questions or membership questions at the Pitts Center office once it opens back up. Also ask for any ideas on execution of welcoming new Southern Shores residents.
- Looking into doing a food truck event on the first weekend of October for our general membership and another volunteer appreciation event on September 18th (music has already been reserved and N Marina has been reserved). Will begin touching base with the food trucks soon to see availability and pricing.

**Beautification/Marina Maintenance:** Bob Baculik –

- Randy and Emily washed the plastic windows at pavilion.
- Three more finger piers need to be repaired
- No change on status of work boat
- Holding off on refurbishing picnic table until price of wood comes down.
- Put up a motion light at North Marina by porta-potty to give a little light later in evening for those bringing in boats.
- Decking needs to be replaced on North Marina

**Properties:** Joel Newton

- Contractor on schedule for removing pine at 39 Crest Lane.
- Sand has been spread at volley ball court, and new lines and net are up. We have a volunteer to monitor the court. Spent about \$500.
- Showers overhauled at Hillcrest.
- Crossover repairs at 6<sup>th</sup> ave and 130 A are almost completed, will be done by early June.
- Working on 2<sup>nd</sup> Ave replacing stairs; will be done next week.
- Marina Electric deficiencies – Electrician coming to evaluate work needed and cost, and will do work on May 19. Bob suggested he look at electric pods on docks, to ensure that they are grounded.

**Old Business:** -

- Pickleball – No report.
- Volleyball court restoration – completed.
- Legal Representation 2021 (continuing) –
- 2021 Nominating Committee (status/composition) – No report.
- Communications Director Replacement/Webmaster Search - No report
- Response to SB 349/HB 401 Increase Housing Opportunities - Jeff is sending letter to NC legislature and will also provide copy to membership and suggest that they send their own letters.
- Security Cameras at North Marina - Currently, a faux camera is mounted near ramp. We have another camera that can be mounted to record vehicles entering and leaving the parking area. After discussion, it was decided that we can wait on doing this until we see if there is still a problem with people using the ramp without the proper SSCA/Boat Club decal. Since this year we have better communications about the requirement for Boat Club membership to use ramp, we may not have as much of an issue. Also, monitors will be watching North Marina for trailers without proper decal.

**New Business:**

- Reservations System– Susan
  - o Current policy – For events with 20 or more, member must complete application, remit a \$100 damage deposit and provide proof of liability insurance. They are advised that they do not have exclusive use of facility. We do not monitor parking lots during these events. No reservations are taken between Memorial and Labor Day (except for Boat Club events). If alcohol is to be served, we require rider to liability insurance.
  - o Jeff will send a follow-up with current policy and some suggestions or other options for changes to our current policies for reserving SSCA facilities.
- Decals and Passes – For Rentals (\$95)
  - o Some people pay \$95 if they are a long term rental. Susan has refunded overpayment.
  - o ARBNB or self-rental– pay \$95 – Get 2 windshield and 2 paper passes
  - o Rental Agency – 100% - Get paper and print their own passes
  - o Rental Agency – not 100% - 2 passes for entire season. If a pass is lost, they have to pay \$30 for new passes.
  - o Jeff will send out the policy and solicit input for possible changes to our policy/procedure for rental passes.
- Welcome Wagon
  - o Emily has people who would be interested in volunteering for welcoming new members
  - o Would like to see if some of these people would be interested in coming into office to help with members that visit the office. Can also help with stuffing envelopes, etc.
- Office Hours (when Pitt Center reopens)
  - o Susan would not be able to work 4 days a week in office. Will need to determine office hours once the Pitt Office reopens.

#### **Old Business**

- Water Testing at Soundview Park – No report.
- Pickle Ball Court – No status update. Though there was an article in Outer Banks Voice about SSCA building a pickleball court.

**Adjournment** – Emily motioned for adjournment; Ernie seconded. Meeting Adjourned at 6:30pm.

Next Board Meeting – Saturday, June 12 at 9:00 A.M. at Pavilion.

Respectfully submitted,

Tisa Head, Secretary