

## SSCA BOARD OF DIRECTORS

January 15, 2022

Jeff Johnson, President, called the meeting to order at 9:00 am. Meeting held at via Zoom. Board Members in attendance: Jeff Johnson, Joel Newton, Randy Grimes, Ernie Dash, Jim Kelleher, Emily Bob Bucalik and Tisa Head. Emily Gould excused. Others in attendance: Rick Koch, Penny Lobred, and Mike Guarracino. Lisa Minerich unable to attend.

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

**Minutes:** The Minutes from the December 11 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 Randy . The minutes were unanimously approved.*

### Member Comments:

- None

### Remarks from Boat Club: Jeff

- None

### Remarks from Tennis Club: - Jim

- None

### Membership: Randy Grimes –

- Through January 13, 898 Active memberships and 53 in process. 1,013 2021 members have not renewed yet. Reminder emails will go out in February and March. Goal for 2022 is 1,800.
- Expect to receive 200-300 memberships from rental company in next few months.
- In April, will send a direct mail to lapsed members, as well as to all other Southern Shores property owners who have never been members. Last years direct mail campaign brought in almost 400 new members and previous members.

### Slip Rentals:

- Almost all slip renewals have been received. A few are being followed up on. There are 8 slips open, and those on wait list (more than 40) will be contacted. Demand continues to be high.
- Thanks for all the work that Bob and his volunteers did at Loblolly and South marinas.
- Randy wants to follow-up to ensure that only SSCA property owners are renting slips. Concern that there may be some using friends in SSCA to obtain slips. Will need to develop guidelines.

### Secretary: Tisa –

- No report.

### Treasurer's Report: Ernie –

### 2021 Year End Financials

- Revenue: A T & T Cell Tower (R.2.3): It is under our budget projection (\$4834.45) because we budgeted using a 3% increase, and not all items in cell rental payment are impacted by 3% increase.
- Expense: Signage (E.5.3): It is over budget projection (\$7429.82). Some expenses not allocated to the correct line item.

Note: Budget Line Item numbering for our 2021 our EOY Spending Projects was not provided. Some were expensed against Signage. Also, some of the invoices for the EOY projects will be paid this month (Jan 2022) – but they will be reconciled for our final 2021 P&L and charge those expenses back to 2021.

- Net Income: \$62,642 – this total could change based on the above – but will still remain VERY positive.
- P&L by Class: The allocations are based on the 2021 Budget procedures. I'll provide a revised 2022 procedure for Board consideration.

**P & L Highlights: 2021 EOY / 2020 EOY / 2022 Budget**

Key Items	2021 (EOY)	2020 (EOY)	2022 Prepaid	2021 (31 Jan)	Remarks
Income					
Dues/Fees	\$218,440	\$181,436	\$87,085	\$69,780	Good Start - Ahead of 2021
Other	\$76,577	\$53,174			Cell Tower under 2021 Budget
Total:	\$295,017	\$234,610	\$87,085	\$69,780	(\$4835) - Need to Research

  

Key Items	2021 (EOY)	2020 (EOY)	2022 Budget	Remarks
Expenses				
Payroll	\$21,790	\$14,350	\$24,348	Audit+Membership Processing - Dec Extra Hou
Website	10,975	8,229	10,500	2022 Budget more realistic
Total:	\$32,765	\$22,579	\$34,848	
Property Maint	\$54,316	\$58,379	\$51,800	Our 2021 EOY Projects did not get input as sep lline items to the P&L allocations. I'll work with to resort.
Special Projects	54,327	35,602	28,000	
Total:	\$108,643	\$93,981	\$79,800	
All Expenses Total:	\$232,374	\$143,165	\$286,462	The Total 2021 EOY Expenses are correct and i our 2021 Budget (\$246,840)
Net Income	\$62,642	\$70,829.50	\$0	I'll work with Jim K on Reserve Fund allocat

**Bottomline:** Great 2021 Finish - Overall financial status continues **VERY STRONG**.

**Dec Balance Sheet:**

- Checking (Operating Funds): \$488,797.26– includes Rollover/Mature CDs
- Checking/Savings Total: \$600,451.14

**Dec P&L:**

- With all the 2021 EOY Projects, we stayed within our 2021 Expense Budget (\$246,849) with \$14,466 to spare. GREAT JOB-!!

**Dec P&L by Class:** The format is based on our 2021 procedures.

**2021 EOY Spend Plan Projection:** I'll update and distribute after we have resorted the P&L.

**Key Dec Activities:**

- 2020 Audit - More inputs. Kearns Lowman – Very detailed approach. Jenny responding promptly.
- 2022 Property Maintenance Contracts: Coordinated details with Joel & Bob
- SSCA Credit Card – Submitted change to the “Authorizing Official” to the SSCA Treasurer (Me) -

**Plans Ahead:**

- SSCA Town Bank Funds: Reallocated CD funds after new Board in place.
- Pond Maintenance: Still on my ToDo list.

**Communications/Website:**

- No report.

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

- Provided background to on-coming new board members on 2019 Reserve Study.
- March Jim will provide a summary on where we are relative to the Reserve Study.

**Volunteer & Social Coordinator:** Emily –

- The Holiday Decorating Contest was a success and three winners were named:  
First place: 16 7th Ave  
Second place: 143 W Holly Trail  
Third place: 128 Goose Feather Lane
- All of the winners, as well as the SSCA membership were notified and thanked for their participation.
- Prizes given out were same as the previous year; gift cards to Steamers. Overall a total of \$225 was spent.
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**Beautification/Marina Maintenance:** Bob Baculik

**Beautification:**

- When working on re-decking the South Marina, noticed that the finger pier is deteriorating, and also has concerns about the hardware. Will contact the contractor we used for Kingfisher to redo the pier.
- Only thing left to do at Loblolly is reconnect firehose, which we will do with volunteers
- Completed building the trash can corral.

- Work boat, etc has not sold yet, though did have one person inquire. Need to post these items for sale.
- Solicited bids for mowing service, and received two bids. Will probably use two contractors and split work. Joel is also looking at contractor for maintenance of crossovers, so will be three vendors. Will provide update on total cost, which will most likely exceed our budgeted amount for this year.

#### **ARB:**

- Since the last BOD meeting, the ARB has reviewed and approved the following applications. There were no applications denied during this time.

11 KINGFISHER LOOP BULKHEAD APPROVED 12/14/21

302 HILLCREST NEW SFH APPROVED 12/14/21

35 OCEAN BLVD NEW SFH APPROVED 1/11/22

319 N DOGWOOD NEW SFH APPROVED 1/11/22

#### **Properties: Joel**

- December 2021 was the busiest month in the last 13 years!
- Worked with a contractor to replace 25 more 6 x 6 posts along the north side of the Hillcrest access road
- Reviewed and executed the contract to reconstruct Kingfisher Sound Access (after long, drawn out CAMA permit process)
- Oversaw a contract to replace the Hillcrest gazebo sunshade, ramp railings to dune top view deck and two benches at beach ramp/stairs
- Coordinated a contract to replace a majority of the deteriorated concrete entry to Soundview Park and about 40% of the entry to the Tennis Courts.

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#### **Old Business:**

- New email status – This has not been completed, so board members still need to use their own emails until we get this working.

#### **New Business**

- 2 Yellowfin (Patrick Morgan) complaint/request re SSCA cutting back crossover vegetation – Joel will get cost for doing a one time trimming and bring back to Board to make a decision if we want to do a one-time “good will” trim, but advise member that it is not the SSCA’s responsibility to maintain the overgrowth on his property. He is free to cut back the bushes on his property.
- Letter to 62 Ocean Blvd (Steve Love), re landscaping encroachments into SSCA 160A crossover – Jeff made motion that we send a letter to property owner that advises them of our awareness of the encroachment of his landscaping onto SSCA property, and that it can remain in place. However, our acknowledgement and allowance is not transferrable, and is revocable. This notice will also be recorded. Ernie seconded motion, and Board voted unanimously.
- NCDMV Application for “HOA account” to allow SSCA to run license plate numbers – We have the paperwork for signing up for the ability to look up license plates. Will turn this over to Lisa

to determine how we can use this capability and develop procedures, and bring back to Board for final approval to sign up for this service. This is only for NC license plates

- Record results of member vote for incoming directors – Jeff advised that we had 195 responses to the Vote for new Board Members (with 10 duplicate/test votes), for a total 185 votes. This compares to about 30 votes that we would normally get at an in-person General Membership meeting.
- Welcome to new Board Members: Penny Lobred, Rick Koch, Mike Guarracino and Lisa Minerich!
- Recognition of Out going Board Members: Tisa made the following comments:
  - Thank you to those leaving the Board. They have left us in great condition!
    - financials are strong
    - properties are in great condition
    - membership numbers are going in the right direction
  - Jeff's leadership during very unusual times with pandemic. Kept us on course whether we met via zoom, at the marina or in person.
  - Joel – who deserves the title “super volunteer”, along with Bob and their crew of helpers. Our properties have never been in such good condition. Work was done on:
    - cross overs repairs and replacements
    - marina docks at loblolly south marina and no marina
    - new kayak racks
    - Soundview park repair of viewing deck
    - Hillcrest path/gazebo
- Emily's wonderful work with volunteers and organizing SSCA community events
  - leading our monitors, and creating a well oiled process
  - setting up pop events – yoga, star gazing, etc.
  - music at Soundview
  - holiday decorations contest
  - SSCA volunteer party
  - so many things to help us create/maintain that sense of community

**Adjournment** – Jeff motioned for adjournment; Tisa seconded. Meeting Adjourned at 10:30 am.

Next Board Meeting – February 10 at 9:00 am at Pitt Center.

Respectfully submitted,

Tisa Head, Secretary