



MINUTES OF SSCA REGULAR BOARD OF DIRECTORS MEETING SEPTEMBER 15, 2022

President, Tisa Head, called the meeting to order at 9:00 A.M. Directors in attendance in addition to the President: Ernie Dash (Treasurer/Finance), Bob Baculik (Beautification/Maintenance), Jim Kelleher, (Vice President and Long-Range Planning/Bylaws), Rick Koch (Properties), Mike Guarracino (Secretary). Penny Lobred (Communications) and Randy Grimes (Membership/Boat Slips). Lisa Minerich, excused absence. Quorum confirmed. Jeff Johnson attended as recording secretary.

Tisa moved to approve the 9/15/2022 BOD agenda; Mike seconded. Unanimously approved.

Tisa moved to approve the 8/25/2022 BOD minutes; Mike seconded. Unanimously approved.

Member comments: Joel Newton requested that the Board agree to pursue a grant from the Tourist Bureau for an ADA-compliant ramp to be constructed at the SSCA beach access at 96A Ocean Blvd. The SSCA would spend funds out of undesignated reserves for the project and then be reimbursed from the Tourist Bureau grant. The Board agreed to move forward with the planning of the ramp construction and with pursuing the grant but would only contract for the project if the grant was obtained.

President's Comments:

Summary of meeting with TOSS Mayor, Elizabeth Morey, and TOSS Town Manager, Cliff Ogburn, on September 7, 2022, 1:30pm:

Discussion on the following items:

1. Survey responses – Opportunities for Partnership
 - a. Community Garden - Received second highest score for New Amenity
 - i. Town may provide the property, water, fencing. Will check to see that property will not be used by another party, though there still should be enough room for a garden.
 - ii. SSCA – Provide an Ad Hoc Committee – to provide plan for implementation, contact Dare of Dunes Garden Club (Tisa will do that) to participate.
 - iii. Target Date- Spring 2023 – maybe in conjunction with Earth Day Events.
2. Combine TOSS and SSCA stickers
 - a. If SSCA WINDOW DECAL present, no ticket from Town police. Elizabeth believes that is already happening, but they will check with Chief and see if we can do this. TOSS issues 2700 passes a year. This will save them time and money. We can “advertise” that joining the SSCA saves them from having to get a TOSS pass.

3. Landscaping at Triangle
 - a. SSCA will contract with landscaping company to clean up, and do some landscaping
 - b. TOSS will provide a Welcome Sign
4. Yoga
 - a. SSCA can use Pitt Center for classes. Just don't book them on Tuesdays. Provide them with schedule
 - b. Have we considered getting a sponsorship from Realty Company? (May not be necessary, if classes are "free")
5. Hillcrest Bath House
 - a. Could SSCA lease property to TOSS, they build and maintain
 - b. They will check with their attorney. Not sure they can use "public" money for private usage. Will think about and explore idea.
6. Lifeguard Stand Agreement

Will provide to Cliff and he'll get Ocean Rescue to sign

Boat Club Report: Mike: The SSBC held its monthly GAM at the DWCC, and it was well attended. The SSBC hosted its annual Labor Day crab picnic and boat parade; it was also well attended.

Secretary Report: None.

Tennis Club Report: Jim: Annual social event scheduled for 9/24. Discussion on need for resurfacing courts and using Tennis Reserve funds. Tennis Club will manage the contract process and bring to SSCA Board for approval.

Long-Range Planning/Bylaws: Jim: Hold discussion for New Business.

Marina Slip Rentals/Membership: Randy: Ready to order 2023 decals and guest passes—color is orange. Shelly providing report on membership numbers and categories prior to ordering. Issue with Airbnb properties not acknowledging they are in the \$95 "rental" category. Hope to be able to notify members by mid=October that they can begin to renew for 2023. Mike pointed out that we are waiting on a contract from Millstone for Channel Marker Repairs and waiting on an estimate for a Major CAMA Permit for new slips at Loblolly and North Marinas. The Board agreed that we should spend @ \$2,500 for preliminary work necessary for applying for CAMA permits for 5 new slips at Loblolly. Discussion re need for a ladder or steps at Soundview for better kayak access into the Sound.

Treasurer/Finance:

Ernie:

Treasurer's Report: September 15, 2022

P & L Highlights: Comparing 2022 – 2021 Status

Key Items	2022 (YTD)	2021 (YTD)	2022 Budget	2021 Final	Remarks
Income					
Dues/Fees	\$222,290	\$217,335	\$211,562	\$218,355	Ahead of 2021
Other	45,745	59,481	74,900	76,624	\$11.9k - 2021 Int
Total:	\$268,035	\$276,816	\$286,462	\$294,979	+\$22.5k - CT+BC Events
Expenses					
Payroll	\$16,721	\$12,158	\$24,348	\$22,324	Low Budget (\$2.6)
Website	9,000	9,523	10,500	10,975	
Total:	\$25,721	\$21,681	\$34,848	\$33,299	
Ground Maint					
	\$31,257	\$16,699	\$32,500	\$19,945	Low Budget (\$14K)
Property Maint					
	\$41,293	\$33,231	\$51,800	\$54,380	
Special Projects	\$0	\$10,490	\$28,000	\$58,842	Sea Oats (\$10K) NM BkH2O (\$18K)
Total:	\$41,293	\$43,721	\$79,800	\$113,222	
All Expenses					
Total:	\$138,638	\$123,615	\$286,462	\$237,548	
Net Income					
	\$129,397	\$153,200	\$0	\$57,432	

Balance Sheet	Jul	Aug	Delta	2021 EOY
Checking	\$125,666.39	\$117,087.11	-\$8,579.28	\$488,797.26
Savings	\$510,367.13	\$510,387.13	\$20.00	\$108,369.91
Total:	\$636,033.52	\$627,474.24	-\$8,559.28	\$597,167.17

Bottomline: Our overall financial status continues to be Good.

July P&L:

- Cell Tower Revenue will be under budget – but still another \$16.5k due by EOY.
- Payroll: With new hire, Now project EOY (\$26,900) - \$2.6k over budget. 2023 Budget (\$30,519)
- Ground Maintenance: Now project EOY (\$46,500) - \$14k over budget. 2023 Budget (\$47,500)

Key Topics / Issues:

- **Audit:** No news yet for completion of our 2020 Audit report. Do not expect 2021 Audit will be completed until early 2023.
- **TB Credit Cards - Repeat:** Still need copies of TB Credit Cards (Front & Back); leave them in the Treasurer cubby in the office.
- **2023 Budget:** One last approval round.
- **2022 EOY Spending:** Our projected Net Income = \$70k.

Plans Ahead - Continuing:

- Reserve Study: Develop philosophy / policy for managing our Reserve Accounts and supporting Savings Accounts. Working with Jim K.
- Need to review/validate the 2016 agreements with TOSS & Martins Point for Channel Marker and Channel Dredge Reserve Funding.

Discussion on final revised 2023 Budget previously circulated by Ernie to BOD. Randy moved to approve; Penny seconded. Unanimously approved. Need to send out to members for an approval vote at the October membership meeting.

ARB Report:

Ernie: No ARB applications in July. 3 in August (all approved). Looking at 3 more in September.

Communications:

Penny:

Deidre Howard is up and running. She is handling the following:

- All Social Media - Posting and Cleanup of duplicates sites
- Creating and sending Emails
- Newsletter
- Calendar
- Website Edits

I am creating a Announcement Request document to distribute to board and clubs. Is there anyone else we need to distribute to? Should we put the info in the newsletter?

I am finalizing a Communications schedule. We will have regular posts and a schedule for announcements.

I have finished my research for a MC replacement and recommend MemberLeap:

Features (and there are many more that we can utilize if we choose):

Website with 20 email accounts

Member billing with QuickBooks integration - Works with QB Online

Member directory

CRM (Customer Relationship Management - Keep track of your interactions with your members and prospects as well as schedule reminders for follow-ups, etc.)

Online Payments (Membership renewals, Event payment, Kayak & Boat slips, etc...)

File Archive

Forms Builder

Event Registration

Originally, I have been leaning toward an outside website. However, I think that with all the integrations that this offers that this is a better option. We rely on volunteers and an admin staff with limited hours. This would allow us to have one tool for everything. It is much more advanced and updated than Member Clicks, but also has easy-to-use tools for all the features. This will make training and ongoing use easier for everyone.

Pricing:

Setup \$2675 We import records and build website. I recommend this option.

We can easily download records from MC and upload them via the provided MemberLeaps template. Our website needs a complete overhaul so no need to have them rebuild existing.

\$5375 They import records and build website.

Monthly - \$430/ \$5160 annually

Payment Processing Fees. There are several options, including Paypal:

For MemberLeap Clients Only:

\$49 setup cost waived

\$10 per month gateway cost

\$10 per month gateway cost

\$0.10 transaction fee

2 - 2.75% processing fee

ACH/eCheck Add-On via Authorize.net:

No monthly cost

0.10 transaction fee

.75% processing fee

Existing Member Clicks Processing Fees:

- No Setup
- \$16.95 Month

- 2.29 – 3.74% processing
- \$.30 per transaction

Shelly and Kim both approve of MemberLeap—much more user-friendly.

Tisa moved to replace MemberClicks with MemberLeap; Ernie seconded. Unanimously approved.

Volunteer and Social Coordinator:

Lisa:

More than 20 Parking Monitoring volunteers completed their weekly monitoring for the 2022 season, Thank You to all involved and Special Thanks goes to Jim Leblanc at the North Marina and Debbie Swick at Hillcrest beach access for seasonal monitoring, over 300 citations written and lots of education provided re. SSCA parking guidelines throughout the summer, no actual tows but identified close calls/"special situations", will consider all feedback and update process for future best practices, overall binder system works very well, drafting letter to realty companies both local and nonlocal in order to apprise them of SSCA parking guidelines and bring clarity to SSCA parking guidelines, signage important, need "evergreen" decal signage rather than a particular year

Volunteer Appreciation event is scheduled for October 15 from 4-7 at North Marina Pavilion, catering by The Salad Bowl and Sweet T's, invites going out to volunteers, celebrating and recognizing our community volunteers is vital!!!

Penny provided a PDF version of individual responses from survey, will scroll through and start to contact members who identified themselves as interested in volunteering from survey, this is rather cumbersome so Penny will see if this can be compiled into a spreadsheet for easier access to names and contacts of those interested in volunteering with their special interests, identified need to recruit new volunteers in all areas since many of our volunteers have served for years, will plan on matching new to experienced volunteers to facilitate and ensure healthy future of volunteering in SSCA

Scott Sechman concert was a success as over 90 were present and many remarked on how they enjoyed and wished we did more of these types of events. Since there is a cost involved in more frequency the future volunteer/event coordinator may consider a raise to the budget for events area.

Hospitality Committee/Welcome Basket Project going strong

Year round yoga program in the works--more details to come in October!

Beautification/Maintenance: Bob: No Report.

Properties: Rick: County Water Dept. is going to repair the damage caused to one of the SSCA walkways on Hwy. 12 when the water main broke earlier this Summer. The volleyball net at Hillcrest is

stored for next year—in good shape. The volleyball court got lots of use this year, and many member expressed appreciation that we have it.

Pickleball: Rick discussed the new Pickleball Committee and introduced a proposed Charter for it. Tisa moved to approve the new ad hoc Pickleball C and its charter; Ernie seconded. Unanimously approved. Discussion re McCann pickleball contract and getting a second proposal from another contractor. Sea Oats Park seems like the best location. More to come on that as the Committee makes its recommendations.

Old Business:

Approve Revised Budget: See above under Finance. Approved to send to members for 10/10 meeting vote.

New Business:

Bylaws Update: Jim provided a redline of proposed changes to the Bylaws to present to the members for vote. Discussion of redline. Penny moved to approve the changes; Rick seconded. Unanimously approved for distribution to membership.

Pickleball: See under Properties, above.

New Website: See under Communications, above

Meeting adjourned. Next BOD meeting TBD.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Michael J. Guarracino', with a long horizontal flourish extending to the right.

Michael J. Guarracino
SSCA Secretary