



SOUTHERN SHORES CIVIC ASSOCIATION

Thursday, June 15, 2023

9:00 A.M.

Pitts Center

June 15, 2023 Board Of Directors Meeting Minutes

Meeting called by:

Tisa Head, President

Type of meeting:

Regular Monthly SSCA Board

Attendees:

Tisa Head, George Kirby, Don Pratt, Rick Koch, Mike Guarracino, Penny Lobred, Lisa Minerich and Joel Newton. (Ernie Dash & Rick Koch) excused absence.

Approval of Agenda and Minutes

Board

Approved Unanimously

Member Comments (3 minute max. each)

No Comments

President's Comments:

Next General Membership Meeting is July 10th at 7 PM at Pitt Center. Will need quorum since we will be proposing Bylaw changes.

Newsletter articles need to be submitted by 19 th , so we can get the Newsletter out on Monday, June 26

Boat Club Report - (George Kirby)

Boat Club July 4th celebration is still on schedule.

Tennis Club Report - (Penny Lobred)

No report. Penny will remind Jay Dunlap to send in article for Newsletter.

Committee Reports

VP/Long Range Planning/Bylaws

Don Pratt

- Tisa & Don went through bylaws and divided into clarifications and changes to bylaws
 - Clarification of Section 3.3 - include no proration of dues
 - Clarification of 3.4.7 - 1 vote per property membership
 - Clarification of Section 5.4.1 - absentee ballots are not required when voting electronically by email.
 - Clarification of Section 6.5 - Allow SSCA to hire a bookkeeper to help with accounting tasks
 - Clarification of Section 7.1.5 & Section 7.1.7 - Clarification of responsibilities of Membership & Properties directors
 - Changes to Section 3.4.1 - Reduce general membership meetings from 4 to 2 per year (October & January)
 - Changes to Section 4.2 - Change directors term of office from 2 years to 3 years.
 - Changes to Section 4.2 - Change to conflict of interest - does not allow a person to serve on both Town council and SSCA board.

- Change to Section 8.2.3 - Change allows for electronic voting allows for quicker adoption by membership
- Change to Section 8.9 - Change allows for a disinterested audit committee for audits.
- Board unanimously recommended changes to be approved

Membership/Slip Rentals

Mike Guarracino

Marinas

- The Major CAMA Permit package for the NW and Loblolly marinas is still in the review process.
- Joel will look into contractor bids to build additional kayak racks.

Channel

- The SSCA BOD unanimously voted to work to turnover the channel responsibility to the Town of Southern Shores or Martin's Point HOA and that each party will maintain their own reserve account.
- The SSCA BOD unanimously voted to pay for the CAMA permit and relocation of the channel markers out of the channel marker reserve fund and to allocate an additional \$2,000 from undesignated reserves if needed. Additionally, if the cost exceeds the amount in the channel marker reserve fund the SSCA will invoice the Town of Southern Shores and Martin's Point HOA one third each for the exceeded amount.
- Next channel marker/dredge working group meeting is scheduled on Wednesday June 21, 2023, at the Pitts Center.

Membership

- Membership as of June 15, 2023
- 1810 members have paid their dues.
- 210 members have lapse

Secretary

George Kirby

- No Report

Treasurer/Finance/ARB

Ernie Dash (absent)

P & L / Balance Sheet Highlights: Comparing 2023 - 2022 Status

- Overall:
Our Revenue continues to track ahead of last year -
- Balance Sheet:
We need to transfer Savings \$\$ to cover our Reserve \$\$ - Projected major P-Ball expenses will be a factor.
- Reserve Accounts:
Pond Maintenance has been closed.
P-Ball Reserve has been established.
Channel Marker Reserve funding includes recent reconciliation \$\$ from TOSS & Martins Point. Final reconciliation is still on-going.
- Key Topics / Issues:
2024 Budget:
Need initial Board projections for the Boat Club and Tennis Club membership forecasts. That info will be included in our request for their input to the budget process.

2022 Audit

No decision yet.

Cell Tower Agreements – Still Continuing:

Received a follow-up inquiry from one company (Symphony Wireless). They have not responded to a request for more specific details.

TB Insurance Policies

All policies in place. The policy application details, especially contact information, need to be updated.

- ARB Report:
ARB Applications: One (1) application processed & approved in May.

Communications/Website

Penny Lobred

- I am working with MC to update website.
- I am also working on new copy and may have a solutions for a low cost redesign of logo. Stay Tuned.
- Susan is working on MC functionality and hoping to test soon.

Volunteer Coordinator

Lisa Minerich

- Summer Fitness Program in full swing every Monday at 10 AM except off for June 19, July 3, July 24 for blood mobile or holiday, variety of classes and instructors offered, flyer posted on all media sources and memberclicks registration system being tested by Susan, Deidre and Lisa
- Parking Monitor Volunteers in action with weekly monitors per schedule and site monitors at Hillcrest parking and North West Marina. One repeat offender action taken. VA vehicles often have decal or passes on back or sides of vehicle due to registration law not to display on windshield. All volunteers aware to look at all sides of vehicle. Checking Hillcrest parking, Soundview Park, Triangle and North West Marina daily. Triangle busier this year due to lifeguard equipment area station. Called Setos to make contact about capability with towing vehicles with trailers and they are “ready to go”.
- Sunset summer concerts scheduled for July 28, August 25 and September 15 at Soundview Park. Chris Toolan, Maslin Seal, Scott Sechman and Tom Keatings will be our musician performers. Jeff LaFrance will get a tent and assist with set up for “stage area”. Tisa has offered power from her home.
- Gail Sitterson and I are in coordination with plastic collection bench project. We are currently gathering interested volunteers to make a team for this project. Will meet in October or November to discuss the plans to do pick ups of plastics since our pick ups for SSCA bench will probably start in January, 2024. Gail offered to follow up as the coordinator of this project as long as she has a team established.
- Met with Jerrica Rea and Tara La France about interest in running for Volunteer Coordinator Director. Discussed role and answered questions. Jerrica expressed strong interest. Tara feels she would pursue volunteering (welcome basket project) but not the role of volunteer coordinator. Jeff Johnson informed.
- Volleyball net for Hillcrest- will see if life guards or tennis club would like to help.
- Lunch for Lifeguards Day? Take a bagged lunch to a lifeguard.

Marinas & Westside Parks

Rick Koch (absent)

- The tourist season is upon us and we are prepared for their arrival. Our parks and marinas are in good shape, but work is being done to repair problems that have arisen over the last several months. You can

anticipate that any inconvenience noted currently has or is being addressed. As always, please get in touch with me or any Board member if you note a problem so we can fix it in a timely fashion.

- Pickleball Court News The big news from a park's perspective is that the pickleball courts planned for Sea Oats Park have broken ground. The first phase, excavation of the court area has been done. The next phase is the stone base followed by the asphalt cover. Once the asphalt has been laid, it must stand for 30 days before painting and cushioning can be applied. The fence will go up in that same timeframe. We don't have an official completion date yet because our contractor is dependent upon supplies from different sources which he doesn't control. Once he has the major end items in place, we can expect to have an official completion date. Stay tuned for more updates!

Properties

Joel Newton

- We're closing in on completing the Chicahauk XOVR ramp project. The major task left is installing 100' of handrail for the ramps. I hope to start this work Friday, but probably won't complete it until after the Fourth. However, XOVR users are very pleased with the new access.
- The 84A XOVR reconstruction by contract wrapped up, so that beach access can be reopened, although there are finishing details to be accomplished by volunteers, including repairs to the remaining west end of the old XOVR. I plan to replace the west end of the XOVR in 2024.
- I've applied for a construction permit to replace the ocean side stairs at the 10th Ave XOVR. This project was unanticipated, but the need resulted from high sand accumulation coupled with well intentioned shoveling that created a ridge along the north side of the stairs and viewing deck. This sand then exacerbated the stair infill rate and depth. We'll raise the viewing deck and west walk deck in 2024.
- The CPOA asked the contractor who built the Chicahauk ramps for us for a proposal to widen two of the five west Chicahauk ramps to six feet, and they accepted his proposal. I'll sketch the widening plan for application for a construction permit. I think this work can be accomplished over the summer without interrupting ramp use, but I've got to discuss that with the contractor, and of course it depends upon his other commitments as well.
- Board Open Items:
 - Immediate removal of the lifeguard stands from the Hillcrest parking lot as they will be impacting parking by the last week of June as well as increasing the SSCA's injury liability due to the presence of more children.
 - Finding a permanent home for the lifeguard building "temporarily" related to the Triangle ROW until construction of the new EMS station is completed. Cliff mentioned to Joel that Mirek doesn't think the building will be able to be returned to the EMS site as envisioned.
 - Response from Cliff re: the TOSS honoring Emergency Vehicle Access agreement with the SSCA in terms of maintaining the 26A Ocean Blvd or deleting this access from the agreement and turning 26A into a normal beach access with a dune crossover.
 - Cliff obtaining Mirek's signature on the lifeguard stand storage agreement

- Path encroachment from 60 Ocean Blvd onto 60A beach access.
- Asphalt repair by TOSS at the intersection of Duck Road and the Hillcrest access road. The pavement area was destroyed by Weeks' tractor trailers entering Hillcrest during mobilization in April.

Old Business

- Bylaws Changes - Update (Don)
See Don's Report above
- Boy Scout Project - Update (Mike)
Should be getting underway pretty quickly. Getting final approval from BSA.
- Chicahauk POA contribution to new Chicahauk Crossover Rebuild (Joel)
- Food truck Vendors for Hillcrest (Tisa/Lisa)
 - Ice Cream vendor will use the Hillcrest parking lot Monday thru Friday. SSCA by-laws prohibit making money on SSCA properties. Asking vendor to make a contribution to SSCA as a benefit to the visitors and community. Testing it out for this summer.
- Channel Dredge/Markers – Update – (Mike)
 - Board unanimously approved to spend whatever is not available in our channel marker reserve (around \$10,000) to pay for the portion over from our undesignated reserve account.

New Business

- 2024 Budget
 - Timeline
Directors should submit their budget input to Ernie by July board meeting.
 - Items needing Discussions/Decisions
Increase in SSCA membership dues
- Next General Membership Meeting – July 10, 7:00pm

Next Board Meeting – Regular Board Meeting – July 20, 9:00 am

Respectively Submitted
SSCA Secretary - George Kirby