** SOUTHERN SHORES CIVIC ASSOCIATION**

APRIL 10, 2023. 7:00pm

PITTS CENTER

**Minutes**

**Meeting called by: Type of meeting:**

Tisa Head, President General Membership Meeting

The meeting of the SSCA General Membership was called to order at the Pitts Center at 7:00 PM by Tisa Head President SSCA and a quorum was established.

Tisa Head, Ernie Dash, Mike Guarracino, Penny Lobred and Rick Koch were in attendance. Lisa Minerich, George Kirby, and Don Pratt were excused.

**Pledge Allegiance/Moment of Silence**

**Approval of Agenda** (Members)

The agenda distributed earlier by Tisa Head. A motion was made and seconded to approve the agenda and was unanimously approved.

**Approval of Minutes** (Members)

The Minutes of the January 9, 2023, General Membership Meeting were provided at today’s General Membership Meeting. A motion was made and seconded to approve the Minutes and was unanimously approved.

**President’s Comments** Tisa Head

Hope everyone had a chance to read our recent Newsletter. It was choked full of information about what has been happening, and what is coming up! We will highlight some of those things this evening in our reports.

BN – (Hopefully, the mobilization has been completed. Hillcrest is the only access point for the large equipment needed to complete the BN project for SS and Duck. The contractor needs 4-5 days to mobilize and demobilize. Demobilization will occur sometime in May – we hope.

Some clean-up Projects in the works or completed include Circle Pond and Triangle Park:

Circle Pond – removal of overgrowth in pond along the property owned by SSCA.

Triangle – Clean-up of overgrowth of vines and weeds was done in the Fall. Next step is our new “Southern Shores – A Community of Volunteers” sign – provided by TOSS. We have also engaged our local Dunes of Dare Garden club ladies (many who live here in SS) who include Master Gardeners to produce a landscape plan for that corner. Plants will be native, drought-tolerant, and attractive to pollinators. They have also offered to help with installation, and hopefully ongoing maintenance. That corner will be much more attractive to our residents and guests that drive there every day!

Sea Grass Planting – has been completed. Thank you to Len Schmitz who coordinated many SSCA volunteers to help with planting from the Cell Tower to Hickory – more than 100,000 spriggs planted over 1.4 miles in 22 days. Planting will resume in November to complete planting from Hickory Trail to 13th Avenue. Again, thank you to all those volunteers that came out in the cold and wind to help with this herculean effort!

Held our first ever SSCA Spring into Action Open House for Membership and

Volunteering on March 27 – attended by 48 residents (some members/some not – hopefully, we got them to join!) Volunteers from the SSCA Board, ARB, CPOA, Boat club, Tennis club, pickleball, crossover monitors, sea grass planting, Little Free Libraries, SSVFD, Meals on Wheels, Summer Volunteering, and the SSCA Welcome Committee were there to provide information on volunteering opportunities and to sign up. Food and raffles for various baskets were provided.

Next up - Our annual Earth Day Celebration and Clean Up Week in Southern Shores is April 15-22. Each day will be at a different location. Check our website for more details on where and when, and what to bring. This is a fantastic way to get our parks and crossovers cleaned up and ready for summer! We will have a kickoff of the week on SUNDAY April 16 at the Hillcrest parking lot from 12-4, and the Fork et Me Not Food truck will be there!

We are looking for Summer Volunteers for crossover monitoring, parking monitoring and

other volunteer positions. Please contact our volunteer coordinator, Lisa, at coordinator@sscaobx.org if interested in volunteering.

Finally, we are beginning our search for volunteers to serve on the SSCA Board for next year. We will have 2 positions open. Typically, at the April meeting we ask for volunteers to serve on the Nominating Committee. Luckily, we were able to get a couple of volunteers already, so one more would be helpful. This committee reaches out to interested people to see if they would be willing to run next year. So far, we have one person who has already offered to run for the open position of Treasurer! So, we only need 1 more for our Volunteer Coordinator role!! Please reach out to me if you may be interested to serve on the nominating committee – or to run for an open Board Position!

**Treasurer’s Report** Ernie Dash

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| **SOUTHERN SHORES CIVIC ASSOCIATION** | | | | |
| **Financial Status** | | | | |
| **January- March 2023** | | | | |
| Balance Sheet | 12/31/2022 | 3/31/2023 | Status Change | Remarks |
| Operating/Checking Funds | $174,150 | $244,888 | $70,738 | At least $120,000 (Checking) will be transferred into MM/CD |
| Reserve/Savings Funds | $519,548 | $514,261 | -$5,287 |
| TOTAL CURRENT FUNDS | $693,698 | $759,149 | $65,451 |

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| 2023 Current Status Summary | | | | |
| Profit & Loss | Budget | 3/31/2023 | 3/31/2022 | Remarks |
| Total Income | $479,635 | $231,789 | $193,181 | $38k + ahead of 2022 |
| Total Expenses | $437,768 | $53,948 | $32,838 |  |
| Total Capital Fund Reserves | $41,867 | $0 | $0 |  |
| Income | Budget | YTD 2023 | YTD 2022 | Remarks |
| Membership Dues | $133,410 | $118,661 | $94,900 |  |
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| Boat Club | | | |  |
| Dues | $17,500 | $15,675 | $13,325 |  |
| GAM/Events/Sales | $20,150 | $1,994 | $2,315 |  |
| Tennis Club Dues | $10,500 | $10,625 | $8,350 |  |
| Marina Rentals | $59,375 | $55,680 | $50,275 |  |
| Passes & Decals | $6,100 | $3,780 | $4,250 |  |
| Cell Tower | $43,600 | $16,035 | $13,108 |  |
| Contributions | $25,800 | $7,636 | $6,844 |  |
| Grants | $35,800 | $25,000 | $0 | $25k - Tourist Bureau |
| Rentals | $0.00 | $150 | $0 |  |
| CAMA Permits | $0.00 | $300 | $0 |  |
| Interest / Other | $2,400 | $1,254 | $14 |  |
| Reserve Funds | $125,000 | $0 | $0 |  |
| Total Income | $479,635 | $231,789 | $193,381 |  |
| Expenses | Budget | YTD 2023 | YTD 2022 | Remarks |
| Administrative Services | $56,068 | $19,161 | $9,103 | New computer / furniture |
| Legal / Insurance | $11,500 | $6,431 | $5,270 |  |
| Boat Club | $34,000 | $3,556 | $2,965 |  |
| Tennis Club | $6,000 | $382 | $600 |  |
| Prop Maintenance/Construction | $46,200 | $4,103 | $4,959 |  |
| Grounds Maintenance | $47,500 | $10,778 | $556 | Early work + Trash/Recycle |
| Property Utilities | $11,100 | $2,346 | $1,854 |  |
| Communication Expenses | $24,600 | $4,012 | $7,531 |  |
| Special Projects | $200,800 | $2,179 | $0 |  |
| Capital Fund Reserves | $41,867 | $1,000 | $0 |  |
| TOTAL EXPENSES | $479,635 | $53,948 | $32,838 |  |
| Net Income @ Mar 31 |  | $177,842 | $160,543 |  |

Our Financial Status Continues Strong

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| Balance Sheet: Our total $$ in the bank has increased - we will transfer at least $120,000 from checking into MM/CDs. | |
| The Reserve reduction ($5287) represents the first invoiced expenses for maintenance clearing of Circle Pond. The work has been completed - Joel will cover this topic in his property report. | |
| P&L Section: I included the 2022 YTD status for comparison to our current 2023 YTD status. | |
| Income: Good News - We are over $38k ahead of where we were at this time last year. | |
| Note: The Total Income ($231,789) does not include the highlighted Grant ($25,000). The Tourist Bureau has approved the grant for building an ADA ramp at the 94A Crossover. It is "Good Money" for allowed expenses - but not paid until the work is completed & approved | |
| Expenses: Most are on track |
| Administrative Services: ($19,161) |
| Our SSCA office computer failed after many years of use. We replaced it & also updated the office furniture. |

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| Ground Maintenance: ($10,778) |
| We have done some early season work on our properties. We have also added a contractor service for pulling out/returning trash & recycle bins at our marinas. |

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| Audit: Our 2021 Audit has been completed. |
| Good News: No sig findings and we can now allocate the audited Net Income to our Reserve Accounts. |

Bad News: There is a local (and national) shortage of qualified auditors. We have not identified anyone for our 2022 Audit.

**COMMITTEE REPORTS:**

Bylaws and Planning/VP Don Pratt (Absent)

Nothing to Report

Membership/Slip Rentals Mike Guarracino

1680 members have paid their dues and 322 members have lapsed.

98.1% have paid to renew their slip. I have spoken to those who have not paid and the plan too. The waiting list currently has 23 members waiting on wet slips, 12 members waiting on dry slips, and 14 members waiting on kayak racks. Of all the rented slips and racks only 1 slip is rented by a member with a seasonal rental.

The Major CAMA Permit package is in the review process for an additional 5 to 6 wet slips at the Loblolly Marina and 2 wet slips at the NW Marina (1 permanent and 1transient).

The work to replace the no wake buoy, removal/location move/installation of several of the existing channel markers and straightening the port channel marker in the creek is on hold pending the requirement to apply for a Major CAMA Permit. We are in Discussions with the Town of Southern Shores, USCG Auxiliary, and Martins Point HOA.

Secretary George Kirby (Absent)

Nothing to Report

Communications/Website Penny Lobred

We are continuing to evaluate our membership management software and website options. We would look to implement upgrades this summer.

Volunteer Coordinator Lisa Minerich (Absent)

An update to the General Membership was provided by Tisa Head in her President’s comments.

Marinas & Westside Parks Maintenance Rick Koch

1. Minor work is ongoing in preparation for the summer season 2. The Gorilla basketball goal at Sea Oats is broken because the lower frame has rusted out and fallen down. Joel and I are getting estimates to repair the frame.

3. Looking at ways to remove the graffiti from the basketball court.

4. Plaques can be obtained to memorialize loved ones. There is a process in place. They are placed on benches at the crossovers and parks.

5. The pickleball courts’ contract for Sea Oats Park has been signed. The sprinkler system in place must be modified before work can begin. I have estimates coming in from 2 companies to do the mod. Once the area is modified, work can begin. In my estimation, the courts could be completed by the end of May.

Properties Joel Newton

I have a good contractor proposal to replace about two thirds of the 84A Ocean Blvd XOVR.  
  
I refined the Chicahauk ramp sketch based on contractor input.  Awaiting proposal.  
  
I am preparing a plan to  raise the 10th Ave XOVR  viewing deck as well as replace the ocean side stairs and west approach walk deck.  
  
I have sold several used trash/recycle carts, but still have some available.

**Town Report:**

Elizabeth Morey, Mayor

Cliff Ogburn, Town Manager

Nothing to report.

**New Business**

None

**MEMBER COMMENTS:**

**None**

**Adjourn**

The meeting was adjourned at 7:32 PM

Respectfully, submitted.



Mike Guarracino for George Kirby SSCA Secretary