



SOUTHERN SHORES CIVIC ASSOCIATION

Thursday, July 20, 2023

9:00 A.M.

Pitts Center

20 July 2023 Board Meeting Minutes

Meeting called by:

Tisa Head, President

Type of meeting:

Regular Monthly SSCA Board

Attendees:

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

Approval of Agenda and Minutes

(Board)

Approval of Agenda and Minutes of May 17 2023 Regular Board Meeting

- Approved unanimously

Member Comments (3 minute max. each)

- No members present

President's Comments:

- No opening comments by Tisa

Boat Club Report -

(George Kirby)

- Successful July 4th celebration
- Preparing for Labor Day celebration
- Provided Ernie Boat club proposed budget

Tennis Club Report -

(Penny Lobred)

- Need to replace damaged tension reel on tennis court. Damage caused by someone lowering the net for pickleball.

Committee Reports

VP/Long Range Planning/Bylaws

(Don Pratt)

- Don assigned to ensure that the new approved By-Laws are posted and Board has copies for their binders..
- Reserve Study - Next year will be 5 years since we did a reserve study. May want to check with Dobson & Miller to see if they will do an update next year and what the cost would be to do that.

Membership/Slip Rentals

(Mike Guarracino)

Membership

- Membership total as of July 18, 2023 – 1,873, SSCA membership goal remains 2,000 members.

Slips

- CAMA permit has been approved, waiting for LSI Marine to provide an updated estimate and schedule.

Eurasia Milfoil Reduction

- Eurasia Milfoil is an invasive species originally introduced from aquarium plant owners. I am continuing to work with TOSS, Marin's Point HOA, and NC Division of Aquatic Weed Control. Martin's Point HOA and TOSS have agreed in principle to fund \$10,000 each to eradicate as much of the Eurasia Milfoil in JG Creek, Marinas, and channels.
- Board approved to match up to \$10,000 (Martin's Point & North Carolina contribution) up to \$10,000 for Milfoil eradication - 7(Yea), 1(Nay)

Channel

- Met with Mr. Doug Doorman he is planning to start putting together the Major CAMA Permit Package the Week of July 24, 2003.

Waitlist numbers

- Wet slips: 35
- Dry Slips: 13
- Kayak Racks: 15

Waiting for the cost to build additional Kayak Racks from Joel/Rick. Joel is estimating \$2500/kayak rack. Site preparation required at Loblolly & Sound View. May have to pay a contractor to do work. Tisa suggested sending out email to list of volunteers to help out with the work. We have list from last year's survey of people who would volunteer to help with construction projects. She will send list to Rick and Joel. We can create an email to send to those who offered to volunteer, and see if we can get some to help with building kayaks.

Additional Dry Slip Eagle Scout Project (Michael Eaton)

- **July 20th:** Project begins, collect materials from local supply stores and begin marking out the exact locations of slips.
- **July 30th:** Landscape North side of north marina to add extra room for trailer parking.
- **August 1st - 15th:** At this point we will contact Mr. Guarracino to begin the process of getting the boat owner's permission to move boats.
- **August 19th - 21st:** Rent auger and drill holes for pilings.
- **August 26th - 30th:** Install pilings into ground.
- **September 1st - 17th:** Install anchors and mailbox numbers.
- **September 16th - 22nd:** Finish any outstanding items and install sign improvements.

Secretary

(George Kirby)

- Sent out General Meeting minutes last week and asked for board members to review
- Going to start sending out meeting minutes in a shared document. Will make editing and corrections quicker.

Treasurer/Finance/ARB

(Ernie Dash)

- From treasurer's report at General Membership meeting, financially we are in good shape
- Transferred \$150K from checking into savings will require Ernie and Kim to be more conscious about revenue flow (cash in and cash out).
- Joel is not ready to ask for \$25K from the tourism board. Project must be completed and inspected before funds can be transferred from the tourism board. Waiting for parts to finish up.
- Will be having a meeting this week for the 2022 Audit. Need volunteers for the audit committee.
- Cell tower inquires - getting requests from contractors to bid on what we already have. Tisa said that this is not a priority right now (some of these offers are probably not even legitimate).
- Porta-John costs have increased significantly - are there other vendors? Rick was given this action item.
- Tisa stated members will be approving the budget by electronic voting this year. Asked Penny to look at what needs to be done to be prepared to do this - ensuring that only one vote per membership.
- Tisa asked Joel and Rick/Mike about the status of the marina budget for next year. Need to be submitted to board at the August board meeting and approved by the board NLT September meeting.

- General discussion/questions about raising dues for next year's budget. Because of the increased cost of materials, and the fact that more work needs to be done by contractors (fewer volunteers helping with construction projects), a motion was made to increase both categories of membership by \$5.00 (from \$65 to \$70 and \$95 to \$100) for the 2024 budget. Motion passed unanimously.
- Rick will insert "as needed" into contract with James for mowing and trimming to account for needs in April and October mowing.
- Will need membership and boat/trailer costs (decals and stickers) for next year's budget. Mike will take the lead.

Communications/Website

(Penny Lobred)

- We need to finalize MemberClicks available and decide if this is the correct tool.
 - Do we have any updates from Susan and the Super Users? Tisa stated that after our last meeting this Spring the feedback she had from the ladies in the office is that they did not feel it was necessary to go to a new system only to improve ease of website updates. Regardless, if we do decide to convert to a new system, we need to play on doing it in April or May, after the busy time, and well before we begin the membership drive in October.
 - I am still waiting on some of my questions to be answered on double emails.
 - Do the continued limitations and a clunky interface. I still believe MemberLeap is a better tool.
- I would like to proceed with finding a graphic artist to design a logo, new decal and letterhead options. I have a couple of students in mind.

Volunteer Coordinator

(Lisa Minerich)

- Summer Fitness Program on Mondays at 10 AM at Pitts Center, no class this Monday 7/24 due to blood drive, classes include yoga, meditation, and balance. Thank you to the volunteer instructors, Diane Mauceri and Mary Bollwage. 6-10 attendees usually and positive feedback received, free to SSCA members and guests.
- Music In the Park concerts July 28, August 25 and September 15. Performers scheduled are Chris Toolan, Maslin Seal, Scott Sechman and Tom Keatings. Location at Soundview Park, start at 6:45, bring picnic, carpool or bike. Did talk to Wes and completed parking form. Jef LaFrance will contribute a canopy/tent for performers. Will get there to set up by 5:30 next Friday. Thank you to Tisa and John for the power source.
- Parking monitoring volunteers are checking lots daily. Hillcrest and North Marina busy and additional parking is being well utilized at Hillcrest. Education working. Less cites last week or two. VA vehicles challenging to monitor as they have decals in different locations since VA has windshield posting restrictions. Volunteers aware. Tinted windows are also challenging and passes sometimes can't be seen.
- East Dogwood volunteer(Connie) is asking if recycle and trash carts can be kept closer to R/W so there is less rolling distance involved on pick up days. Is there an area that carts can be placed that is closer? Joel has responded to Lisa.
- Welcome Basket project volunteers meeting on August 7 at 6 pm to refresh the welcome basket system now that there is a more streamlined process to identify new, full time residents. Add an idea to thank lifeguards as part of this team.
- Searching for volunteers to organize a team for when we start to pick up plastic bags for Trex bench project , our slot will probably be late fall or winter. Gail Sitterson is willing to take a lead with a team of volunteers.
- Volleyball net up at Hillcrest thanks to Dave and Christine Coplan and sons.
- The East Dogwood trash cart's could be positioned closer to Ocean Blvd on either side of the sidewalk. However, they must be kept on the relatively level portion of the dune east of the port-a-potty to keep them upright and to stay out of the way of the port-a-potty truck.

Marinas & Westside Parks

(Rick Koch)

- Access has not gotten back about signs at marinas. Rick has emailed to find out status of getting signs made.
- Boat fire at slip this past week has raised security concerns at marinas. Rick & Mike are going to look at solutions that can be done quickly.
- Looking where to put more kayak racks
- Pickleball
 - Next coming is the asphalt. Asphalt delay is due to contractor's schedule and trying to get a better grade of asphalt.
 - Working on online scheduling. Penny asked for link to see what the system does. She will research other court scheduling systems to see if there is one that will work better with Memberclicks.
- Tisa asked Mike/Rick to inform Emanuelson (George Haber) of the process and form for him to complete in order to launch barges from North Marina boat ramp for work at other properties.
- Tisa asked if the Permits for the Pickleball construction have been posted onsite yet? Rick will check on it, and make sure we get them posted (by contractor).
- Rick will also ask the Town about putting up NO PARKING signs along the road on Sea Oats by Sea Oats Park.

Properties

(Joel Newton)

- Completion of the Chicahauk ramp project/96A Ocean Blvd handrails as well as those for replacement of the 84A Ocean Blvd XOVR is pending back ordered joint rings, now forecast for delivery the first week of August.

Old Business

- Food truck Vendors for Hillcrest – Request for Ordinance Amendment (Tisa) There is an ordinance that will need to be amended to allow food trucks on SSCA property. Tisa has gotten some direction and advice from Wes Haskett and will work on request for amendment. Won't get done in time for this summer.
- Channel Dredge/Markers – Update – (Mike)
 - See Membership/Slip Rentals Above
- June 28 - Board members were contacted individually regarding establishing a Retainer Agreement with Gray & Lloyd LLP, with a \$5,000 retainer fee, to represent SSCA in legal matters. Board unanimously approved the recommendation via phone. Tisa delivered check and Fee Agreement to Gray & Lloyd last week.

New Business

- July General Membership Meeting
 - Permitting Process – (Tisa Update)
 - Resolved the next day. Cliff took care of it and will give Daphne Porter information she needs.
 - Sunshine Law
 - Law is for government agencies and does not pertain to organizations such as SSCA.
 - Bylaws
 - Update Records (Don)
 - Notify Jeff Johnson of Term Changes (Tisa)
 - Update Procedures Manual/Job Descriptions that were approved in new Bylaws(George)
 - Budget – Electronic Voting
 - Reconsider Pickleball Membership Category (All)
 - General discussion on combining tennis and pickleball into a racquet club. Board was in general agreement that this would be the easiest solution for controlling the number of users on the court and protecting the courts. Tisa and Penny will reach out to Jay Dunlap to set up a meeting to talk to the Tennis Club about doing this. Rick will also be included in meeting. o decision made at this board meeting but will need a decision for budget planning purposes. Will go to the tennis club to see if they are amenable to combining tennis and pickleball into racquet sports. Penny, Tisa and Rick will meet with Jay Dunlap and select members of his board.
 - Follow-up to List of Complaints received from M. Parker

- Discussed at today's meeting, reviewed and noted their concerns and concluded no other action is necessary. ot to respond. Provided petitioners' comments to ad hoc pickleball committee for meeting on Friday with M. Parker, C. Sparks and D. Porter
 - Insert scanned copy to the General Membership minutes (George)
- Follow-up to Petitioners
 - Ad hoc meeting with petitioners opposing pickleball court on Friday.
- Self-Guided Audit Committee – (Ernie)
 - See Treasurer/Finance/ARB notes above
- Communications to non-social media members (Penny)
 - Inform of availability of newsletters and meeting minutes in office for pickup with next year's membership package.
 - Penny will also check with by-laws procedure.
- 2024 Budget
 - Dues Increase? (Ernie – provide some suggested increase scenarios)
 - Board unanimously approved to increase dues from \$65 to \$70 for residents and from \$95 to \$100 for rental properties.
 - Club Dues Increase
 - Boat club increased dues from \$25 to \$30
 - Penny will recommend to Jay Dunlap to increase tennis courts dues
 - Input from Board - None
- Request to Town for NO PARKING signs along roads around Sea Oats
- New Marina Slips Update – (Mike)
 - See Membership/Slip Rentals above

The following items have been added to the agenda at the request of Mike:

- Allocating all monies collected from wet slips, dry slips, transient slips, and kayak racks to the marina reserve
 - General discussion about how marina reserve funds are used and allocation to reserves from slip & kayak
Nearly \$60K collected from slip & kayak rentals. Mike & Rick will do a site survey to determine budget requirements for near term maintenance and repairs.
- Consolidating marina reserves, dredging reserves, and marker reserves into one account
- Cease collecting for dredging and marker funds from the boat club was discussed. Tisa reminded the Board that when we made the change to require Boat Club membership to use the ramp, the number of boat club members increased substantially. These include members who have boats and use the ramp (and therefore use the channel).

Next Board Meeting

- August 17, 9:00 am

Adjourn

- Meeting adjourned unanimously

Respectively Submitted

George Kirby - Secretary