

MINUTES OF SSCA REGULAR BOARD OF DIRECTORS MEETING JUNE 19, 2024

Director and meeting chair Penny Lobred called the meeting to order at 9:00 A.M. at the Pitts Center. Directors in attendance: Joel Newton (Properties), Susan Ippolito (Treasurer/Finance), Aida Alvarez via Zoom (Volunteer/Social Coordinator), Don Pratt (Long-Range Planning/Bylaws), George Kirby (West-Side Parks and Marinas), Sue Bigbee (Membership/Slip Rentals), Jeff Johnson (Secretary), and Penny Lobred (Communications). Tisa Head excused absence. Quorum confirmed.

Jeff moved to approve the 6/19/24 BOD agenda; Don seconded. Unanimously approved.

Joel moved to approve the 5/15/24 BOD minutes; Susan seconded. Unanimously approved.

Audit Committee Report: Noel Langlois and Katie Frampton described the work of the Audit Committee on the internal SSCA audit for year 2023. Followed same procedures as for 2022. The report, with recommendations, was circulated to the Board prior to the meeting.

Overview: Not see any material issues but have some recommendations, including:

- list all properties and tie to parcel number per GIS (discussion re listing all on general ledger, pros and cons);
- fireproof storage for important documents;
- greater reconciliation between MemberClicks and accounting books (e.g., boat slips);
- prepare a timeline for future audits and, after Labor Day, begin recruiting for future Audit Committee volunteers;
- upgrade website.

Member comments: None.

President's Comments/Discussions:

President's Comments – June 19 BOD Meeting (read by Penny, Acting)

Update on Milfoil

I attended the June 4 Town Council Meeting, as this topic was on the agenda. Town brought in Dr. Robert Richardson from NC State (Expert on aquatic plants) to talk about invasive grass species and methods for controlling. He specifically talked about 2,4-D the chemical being considered for treatment of our milfoil (in the channels). 2,4-D was first used in OBX in 1968, and again in 1974. His presentation stressed in the importance of having a plan before beginning treatment (understanding what our waterways are used for, and how we plan to manage the milfoil going forward – specifically the timing and the tools. Again, other methods that don't use herbicides/chemicals are not feasible for where we need treatment. He also said it is important that the formulation is done carefully, as there are risks if not done properly.

Questions from Town Council –

- Connection to Agent Orange – yes, there is a component in 2,4-D that was in Agent Orange, but because it is missing another component, it doesn't have the same adverse results of agent orange.
- How long would treatment last – 18 months to 4 years.
- Does milfoil come and go – Yes, depends on a lot of conditions in the water (salinity, rain, storms, etc.)

The survey that has been requested from the DEQ will not be done until later this summer. As a result, treatment of the milfoil will most likely not occur this year. Timing for using the herbicide is important, and late summer is too late for application.

Channel Marker Update

Jeff Johnson can provide update on our meeting with Elizabeth and Cliff (and George also attended). The topic was not on agenda at the June Town Council meeting. I asked Elizabeth about it, and she said there were too many other agenda items this month. She did say she talked to some of the members of the town council, and there is lukewarm response to taking on the responsibility of the markers, so far. She suggested that boat owners take on the responsibility. I told her that is probably how/why the SSCA got stuck with this, because the Boat Club back in 70s/80s was made up of boat owners who wanted the channel. The Boat Club today is primarily a social club, and they do not want this responsibility (or have anyone who is willing to take it on). At this point, I believe we should contact a maritime attorney to lay out our options for us.

REMINDERS:

- Newsletter - Need articles for our July Newsletter now so I can get them to Deidre this coming weekend! Would like to send out beginning of July, if possible. Articles for Properties, Membership, Events/Volunteers, Boat and Racquet Club – anything else?
- Budget – Sue I should be giving us information on how to submit and schedule for receiving input and reviews. Goal is for Board to approve at our August meeting (or by early September – by email) so we can get out to membership in late September for vote.

Racquet Club Report: Jay Dunlap and Dixie Kirby: Discussion re integrating Racquet Club expenses into the general budget and possible need to raise dues. Would like to add seating and shelter to the pickleball courts. Discussion re reserve account and how to pay for improvements and repairs. Dixie pointed out that the fence at the pickleball courts needs to be fixed, that the landscaping there needs some work and that the sprinkler system at Sea Oats is not working properly.

Boat Club Report: George: 4 events planned at the pavilion for this year, beginning with the “4th of July” shrimp boil on July 6. “Marina Team” of 9 volunteers worked to fix the shed. Will plan for boardwalk repairs and extension next year—see Westside Parks and Marinas report for more details. Continuing discussions re expanding the pavilion and how to cover costs.

Treasurer’s Report: Susan:

1. Credit cards

- Home Depot account has been closed

2. Audit Committee

- Related Party Letters - Penny’s still outstanding
- Audit Results with Board Responses

3. Financials

- Status of Revenue year to date
- Reconciliation of Cell Tower Income
- Reconciliation of Reserve Accounts

4. Reserve Account Spending Procedures

- Draft of new procedures

5. Timeline for Budget

- Begin this Month - I will work on getting an email out by EOM
- Finish by Sept

6. Picnic Tables and Benches

- I have asked the boy scout troops for the following:
 - 2 new benches for pickleball courts (move bench back to tennis)
 - 2 new benches for hillcrest next to ponds
 - 1 new bench for hillcrest near shower

We will need to pay for materials.

They would like us to come to a Monday night meeting to discuss the projects.

They are in summer camps right now so not sure about time frame.

Balance Sheet information is available in the office.

Marina Slip Rentals/Membership: Sue:

June 2024 Report

Membership Type	Count
Renewed	1,846
Lapsed	156
- Total	2,002

MEMBERSHIP

- Mailed out 750 applications and welcome letters

47 new members have joined because of the membership drive

- Meet with rental companies and see if they'll require membership is SSCA

- Meet with rental companies and other realty companies

- Provide marketing material that showcases the SSCA to encourage membership

Member Complaints

- Customer complained that someone was using his ropes at the marina.

was looking at the wrong slip, problem resolved

2 - SSCA Resident, Mrs. Herring called to complain that her canoe that she left at Loblolly was stolen. She is not a member of the SSCA. Let her know that we're not responsible for her stolen property. Recommended she join the SSCA and bloat club.

3 - Joe Haverson complained that a boat was in his dry slip (5A) at the marina. I went to look at the boat then scanned the owners of adjacent slips. The boat belonged to James Easton. He moved it and the issue is resolved

- Someone parked in Jim Kelly's dry slip on Sunday 5/26 so they could not use it.

I sent them an email with my number so they can call me if it happens again.

5 - Sam Spurling (slip 24 NW) complained that he got flat tires from nails on the ramp/parking lot

I checked the ramp and lot and saw nothing and also talked to several boaters using the ramp during the week. No one has had a problem. He was just letting us know and

wanted to make sure he wouldn't get towed.

6 - Carl Seto complained about parking and old trailers and boats parked at the North

marinas. Says the marina looks terrible with all the old stuff in the upper parking lot. Feels that SSCA shouldn't be renting parking spaces where the ramp

is since so people can easily access the ramp. Wants to know if we can find some other

piece of property for "long term storage" so the marina has just daily parking to accommodate the

SSCA boat club members and not just a select few that have permanent spaces

Slip Rentals

Slip	Quant	% Paid	Delinquent/Open
Wet Slips	76	100.0%	0
Dry Slips	27	100.0%	0
Kayak	52	100.0%	0

Total:	155	100.0%	0
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Rental Fee Paid 100.0%

WET SLIPS

All wet slips rented and all fees paid

DRY SLIPS

All but 1 Dry Slip rented (LLT 5)

- Slips are very narrow. Waiting to assess viability of slip 5

KAYAKS

- Two new kayak racks were built and installed at Loblolly. All are rented and

all invoices paid.

WAIT LIST

Count

Wet Slips	49
Dry Slips	14
Kayaks	3

MARINAS

- Drafted a Boat Club communication about parking challenges at the North Marina

The email notification has been going out weekly since before Memorial Day on both

Next Door, Facebook, and the SSCA email

- Worked with Aida and Jim LeBlanc to provide FAQs for parking at Marinas. There were

given to the parking monitors for their use. Also provided a list of the dry slip owners so they have that to use for monitoring. I will also be part of the newsletter for marinas.

- A BC member night fishes and uses the NW marina to park when they go out

Had the member provide make, model, tag numbers for vehicles that may park during the night. Told them to insure they have proper decals on cars. Jim recommended they put a sign in their car window stating they're night fishing.

- The parking area at Loblolly needs repairs. I think the construction earlier in the year messed up the posts with number for slips 2 and 3. Also to demarcate the spaces more clearly. Space between slips 5 , 6, & 7 are only 5' - 6'. Met with George and he will contact Joel and Rick to see what we need to do. Also see if the Marina Team can tackle it.

We will need to prepare a budget for repairs.

- Are there any plans to extend the walkway to the bulkhead slips at the NW Marina or to add electric or water that's closer to the slips? Those slips are going to \$450 and I assume its due to the lack of these amenities? Trying to determine if we need to raise their rates for 2025, but I don't think so if they lack the amenities.

- In July I will notify the slips owners for slips 23 - 28 at Loblolly that their rate will go up in 2025. Rates to be determined.

Bylaws/Long-Range Planning/ARB: None

Secretary Report: None.

Properties: Joel:

Bob Trumbull and I installed handrails at the 10th Ave XOVR, wrapping that project up. Lots of compliments from residents for all the volunteers who put this new XOVR together. I expect to complete replacing all the faded and missing "Keep Off the Dune" signs as well as a number of small repairs from my list. While doing this on the 15th, I got a call from someone volunteering to trim the trees, olives and vines at 84A Ocean Blvd, which I'd visited a short while prior and noted that this task needed to be done NOW! This volunteer did a great job pruning and trimming the vegetation the next day. Another volunteer (John Bianchi) and I plan to chip up the debris piles.

George Beach and I re-striped the overflow parking area at Hillcrest and installed new, better “No Parking” signs at the entry and exit to this area. The question is, will drivers pay attention?

Finally, CAMA has changed its beach access rules to allow walk mats from privately owned dune crossovers to the beach, but the mats can’t extend beyond six feet from the toe of the dune, nor exceed four feet in width per TOSS ordinance.

Joel read an email he’d sent to Tisa regarding his concerns about the apparent lack of volunteers in the Town, which Tisa had recommended he do. We ought to have a meeting to discuss in detail.

Joel briefed the Board on Len Schmitz’s proposal to fund new stairs for the west side of the Hickory Trail XOVR using Go Fund Me dollars he’d raised and a grant he’s applying for from the Community Foundation (CF). In order for the grant request to be approved it requires a guarantee from the end user (in this case the SSCA), to guarantee that the project would be completed. Joel can provide that guarantee using \$5,000 from the Hillcrest shower budget line and 2024 budget residual from the 10th Ave XOVR replacement project. Joel made a motion to that effect, and the Board approved.

Westside Parks and Marinas: George:

- Marina Team performed the following jobs at the North Marina on Memorial Day weekend
 - Reroofed the North Shed on the East Side of the marina
 - Reattached fire hose bumpers along the slips on the east side of the marina
 - The following team members showed up:
 - George Kirby
 - Rich Koch
 - George Haber
 - Luke Falconer
 - Bill Lanier
 - Harold Weissler
 - Bob Trumbull
 - Mike Greene
 - Len Schmitz
 - Cory Waters
 - Joe Halverson
 - Both George Haber and Luke Falconer lent their construction experience in reroofing the shed.

Volunteer and Social Coordinator: Aida:

Issue for Discussion

- Chicahawk trash can duty must be added to L. Schmitz’s assigned tasks effective immediately; volunteers have retired

Earth Day

- Wrote and submitted [article](#) about Earth Day event for SSCA July newsletter

Concert Series

- Promoted concert series, June 2nd and July 7th show on social media (worked with Penny and Diedre)
- Executed June 2nd show – 103 attendees
- Requested and submitted invoice from July 7th artist
- Next steps
 - Continue to promote July 7th show
 - Execute July 7th show

Parking Monitors

- Updated [parking monitor instructions](#)
- Printed/assembled/delivered parking monitor instruction packets to volunteers
- Met with parking monitor volunteer each week to review [parking monitor instructions](#), [parking monitor form](#), and [parking monitor log](#)
- Currently, 76 citations have been issued
- Proposed FAQs for North Marina Parking to address issues
- Reviewed [2024 schedule](#) and identified gaps
 - **Need monitors for 4 out of 14 weeks (29% gap)**
- Next steps
 - Continue to try to recruit more volunteers to address gap
 - Continue to meet with parking monitor volunteers to instruct on new process

Beach Access/Dune Crossover Monitors

- Reviewed [online form](#) and [responses](#) and identified gaps
 - **Need monitors for 18 out of 35 beach accesses/dune crossovers (51% gap)**
- Discussed gap with C. Hoover who spoke with CPOA Board and added article to its website to help recruit volunteers for beach access/crossovers in Chicahauk
- Next steps
 - Continue to try to recruit more volunteers to address gap

Doggy Bag Station Monitor

- Met with Bill Ghirardi and documented the [doggy bag station monitoring procedures](#)

- Developed doggy bag station monitoring schedule
- Worked with G. Kirby to order more doggy bags
- **Acting as interim doggy bag station monitor until a new volunteer is recruited**
 - Monitoring all 10 locations and 12 stations weekly
 - Sprayed all locks with WD-40

Other

- **Documented various SSCA volunteer opportunities including estimated time investment (see table below for discussion).**
- Wrote [article](#) for SSCA July newsletter to recruit more volunteers
- Developed [online form](#) where people can sign up to volunteer
- Developed [online form](#) where people can report incidents
- Began planning for Annual Volunteer Appreciation event
 - **Selected Saturday, Oct 19, 4-7pm (rain date Oct 20); added to SSCA calendar**
 - **Selected band and food truck**

Volunteer Team	# Needed	Goal	Estimated Time Investment
Beach Access / Crossover Team	35	Help monitor our beach accesses/dune crossovers, report safety issues and maintenance needs, and pick up minor debris	15-30 minutes a week
Doggy Bag Station Team	1-2	Help monitor our doggy bag stations and ensure that the bags are filled	1 hour a week
Annual Clean-Up (Earth Day) Team	80	Help with the annual clean-up (Earth Day) event	4 hours in April
Hillcrest Volleyball Court Team	2-4	Help setup and take down the volleyball net and line	2 hours twice a year
Little Free Library Team	4	Help monitor our Little Free Libraries and replenish books	15-30 minutes per week
Marina Team	10	Help with minor repairs such as reattaching or replacing dock boards, attaching new lines or bumpers, installing and cleaning dock lights and cleaning up the pavilion	2-5 hours a month
Parking Lot Team	14	Help monitor parking lots during an assigned week between Memorial Day and Labor Day and ensure that only members and guests are parking in SSCA parking lots	1 hour a day for 7 days
Property Maintenance Team	2-3	Help assess maintenance needs and ensure that SSCA properties are safe and maintained	2-3 hours a month
Santa Ride Team	10	Help with the annual Santa ride event	2 hours in Dec
Seagrass Planting Team	15-20	Help plant seagrass on the dunes to deter/delay beach erosion	1 hour a week from Nov-Mar
Triangle Park Team	5-8	Help keep Triangle Park well-maintained and decorated for holidays	1 hour a week
Welcome Team	3-5	Help prepare welcome baskets for new residents	1 hour a month

Communications: I hope to finish the updates to website in the next few weeks. I hit a bit of a snag with MemberClicks. I want to grant access to the Racquet Club and Boat Club members based on their membership type, but need to add this to the database and assign to existing members.

Old Business:

Newsletter articles need to be in by 6/21.

Lifeguard shed at Triangle: Joel: Will remain there for the foreseeable future. per the Town. It's entirely in the public right of way, and they want to keep it there.

Channel Marker Responsibility:

See above in President's message re channel marker issues.

New Business:

Audit Committee Report: See above.

Meeting Adjourned: Next BOD meeting July 17, 2024 at 9:00 A.M. Pitts Center.