

MINUTES OF SSCA REGULAR BOARD OF DIRECTORS MEETING DECEMBER 18, 2024

President Tisa Head called the meeting to order at 9:00 A.M. at Shore Coffee Roasters. Directors in attendance in addition to the President: Susan Ippolito (Treasurer/Finance), George Kirby (West-Side Parks and Marinas), Sue Bigbee (Membership/Slip Rentals), Jeff Johnson (Secretary), Joel Newton (Properties) and Kenny Woyer (Communications). Aida Alvarez and Don Pratt excused absences. Quorum confirmed.

Jeff moved to approve the 12/18/24 BOD agenda; Susan seconded. Unanimously approved.

Jeff moved to approve the 11/20/24 BOD minutes; Susan seconded. Unanimously approved.

Member comments: None.

President's Comments:

The SSCA will need to relocate its office in the Pitts Center to the flat top house owned by TOSS at 13 Skyline Drive because TOSS needs the Pitt Center space for its own expansion. The SSCA will share the house with CPOA, but each will have separate offices, with a shared common area. SSCA and CPOA will be responsible for water, electricity and internet services in addition to rent. Cliff said he is working up a proposal for the rent amount and how to handle the expenses. We will need to begin coordinating our move from the Pitts Center, hopefully to be completed in February. We need to go through our files and boxes in the Pitts Center 2nd floor storage area as well as the cabinets outside the CPOA office—maybe start that the second week of December.

We will continue to pursue and coordinate document retention and digitizing efforts and may coordinate that with TOSS's own digitizing efforts and vendor(s).

Treasurer's Report: Susan:

1. Kim and I are working on finalizing the 2023 financials. All adjustments have been made but I have found a couple of others that need to be made. These are for pickleball courts and the 96a handicapped ramp. Once the financials are finalized, I will work on the reserve funding for 2023. Need to talk with the CPA's before finalizing 2023 reserves.
2. Prepaid dues for the end of December 2023 were \$145,205. As of yesterday (12/17/24) we were at \$110,435. However, overall, we took in more revenue and spent less in 2024 than in 2023.
3. Audit Committee: We have three new members of the Audit Committee and two returning members. They will be meeting virtually in January, and we have set up a meeting with them for January 28 at 10:00 A.M. with me, Tisa and Jeff. Anyone else is welcome to attend that if they'd like.
4. Review end-of-year 2024 spending plan. (Distributed and discussed by the BOD.)

Racquet Club Report:

1. Sea Oats facility - Ron Nelson is in charge of obtaining a final bid for the concrete walk and picnic table pad. We are looking to do this late winter/early spring. We understand the finance parameters. The fence is still shaky in places and in January I will evaluate and arrange a work party to address fixable issues.

2. Hillcrest facility - We postponed resurfacing and instead cleaned the courts, painted the posts and replaced the nets. A tennis member volunteered to repaint the hit board and is filling surface cracks. The facility is currently in good order.

3. YourCourts - YourCourts reservation system is a 100% success. It manages access to the pickleball courts at Sea Oats in a fair and transparent way. Once people figure out how to use the system I have not heard a complaint about it. Carol Noonan made the whole thing work and should be thanked for the effort. She is currently updating the system for 2025 renewals and new applicants, probably the last week of December. With that update we will give renewing and new members access to the YourCourts through 2025. She is willing to do updates through February but is looking for administrative help to deal with the sporadic updates occurring after that through the year. We need to schedule a meeting in January to discuss options with SSCA President, office and SSCA Membership Director.

4. Socials - We are planning on three socials in 2025 - February at Pine Island, April and September at Hillcrest. We have not set exact dates yet.

5. Racquet Board will meet in January to discuss outstanding issues. No date confirmed.

Jay:

One more thing on membership and YourCourts. We have at least three individuals (so far) who are new members, paid their 2025 dues, tried to login to YourCourts, couldn't because they were not registered yet, and contacted the office about when they could start using Pickleball. My understanding is that SSCA allows members who sign up in November and December for 2025 access to all facilities right away. In order to provide this benefit, I gave the new members the gate code and told them they could use the courts up to 4 hours per week any time no one else was using them. Based on Racquet Club rules, this is not an allowed use of the Pickleball Courts, but I am allowing this exception in the name of fairness as a temporary measure. Racquet Club will meet to discuss this issue in January and make sure we have a workable policy moving forward.

I thought the SSCA Board should know.

Boat Club Report:

Holiday party on December 14 was a success.

ARB Report: None

Membership/Slip Rentals: Sue:

December 15, 2024

Membership Type	Count
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Membership	1,892
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Renewed to Date	781
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Left to Renew	1,111
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% Renewed to Date	41.3%
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MEMBERSHIP

- Renewal reminder email went out 12/5/2024
- Planning on pushing out reminder for payment early January 2025

Member Complaint/Issues

- Received a request to allow Venmo/Pay Pal and other types of payment. Susan S. doesn't think the system will allow multiple pay types. Not sure where we stand

Slip Rentals

Slip	Quant	Paid	Open
Wet Slips	77	28	53
Dry Slips	27	13	15
Kayak	52	19	35
Total:	156	60	103

% Renewed to Date	38.5%
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WET SLIPS

- 4 wet slips are available for lease/rent. Will start reassigning process in January

DRY SLIPS

- 1 dry slip is currently available to lease/rent. Will start to reassigning process in January

KAYAKS

- All kayak slips are currently leased

WAIT LIST	Count
Wet Slips	50
Dry Slips	26
Kayaks	7

MARINAS/MEMBERSHIP

- Drafted Marina Rules document that addresses parking , wet slips, kayak slip etiquette
Sent to Rick Koch to review, waiting to hear back
- Completed marina report for Dare County Tax department and emailed to tax office on 12/10/24

Bylaws/Long-Range Planning/ARB Liaison: Don: No report.

Secretary: Jeff: No report. Contacted the BOD candidates to remind them to plan to attend the January 13, 2025 General Membership Meeting.

Volunteer/Social Coordinator:

Santa Ride

- Designed [route map](#)
- Updated [2024 planning document](#)
- Continued to promote on socials, working with Deidre
- Finalized event details and communicated to planning team and volunteers
- Prepared goodie bags
- Executed event (9am to 5pm) including pre- and post- event activities
 - Picked up safety cones from SSVFD and delivered to MPHA and CPOA POCs plus goodie bags and tinsel
 - Set up Sea Oats site, then moved everything to Kitty Hawk Elementary School site
 - Picked up safety cones from Trinitie Park and returned to SSVFD
- Collected/reviewed photos and designed collage for [newsletter](#) and [socials](#)



Doggy Bag Station Monitors

- Reviewed [2024 schedule](#) and oversaw activities
 - 12,600 doggy bags distributed Jun-Dec MTD
- Next steps
 - Swap doggy bag station at Hickory with North Marina; new keys do not work on Hickory lock

Newsletter

- Reviewed and edited President's message twice
- Submitted Santa Ride photo collage

Other

- Updated [report](#) of volunteer hours – 1,968
- Updated A. Alvarez hours worked – 531

Communications: Kenny:

The Newsletter has a lot of information but lacks personal touch. Limited photos.

- Add the “community” element of the facts side.
- A lot of folks put in time and energy into the community. Nice to showcase that.
- Have residents add recipes. Mock tail, cock tail. Susan’s favorite beach beverage.
- Surf rider team up to clean the beach. Pair with Shore to have a meeting location

Meeting with Bill on the Tshirts. Needs more built on the backend of his side due to current inventory mgt system

Scanning project - onsite vs offsite

- File structure
- Naming convention
- Folder Permissions

Dropbox update - how to move forward with syncing personal and association’s data.

SSCA email usage guidelines

Piggybacking on the Santa Fire truck. Ideas for SS families with smaller kids to be more involved

Have members email in photos of events to be posted in the newsletter

The Facebook page needs more stories of volunteer events, like grass, planting, and dock building, and the gardener square the parks, the racquetball club.

Westside Parks and Marinas: George: We are winterizing at the marinas, and Triangle Park water will be shut off December 20th.

Properties: Joel: Worked with Ben’s Backyard and George Beach to finish the last 23 bollards at Hillcrest. It looks good and will help support the bank and roadway. Have a few other details to clean up.

Discussion re Hickory crossover east-side/west side budget allocations. Joel’s suggestion is to take \$5,500 from the \$20,000 budgeted in 2025 for the east-side (because Community Foundation grant for ramp denied) and using it on the west-side walkway revisions in 2025. We will ask Len Schmitz, who raised funds to make the Hickory crossover more accessible, to re-apply for the grant for 2026. We can use the saved \$14,500 for other 2025 projects. Discuss further in January.

Old Business: Follow up in January re AED at pavilion

New Business: None

Meeting Adjourned: Next BOD meeting TBD following Special BOD Meeting immediately after the General Membership Meeting on January 13, 2025.