

MINUTES OF SSCA REGULAR BOARD OF DIRECTORS MEETING AUGUST 20, 2025

Meeting called by:

Jeff Johnson, President

Type of meeting:

Regular Board Meeting

Attendees: Jeff Johnson, Joel Newton, Luke Falconer, Susan Ippolito, Kenny Woyer, Laura Richer, Aida Alvarez (Zoom), Susan Ippolito (Zoom), Sue Bigbee, Nancy Sheehan. Confirm Quorum.

Jeff moved to approve 9/16/25 agenda. Joel seconded. Unanimously approved.

Jeff moved to approve 8/20/25 BOD Minutes. Kenny seconded. Unanimously approved.

Chief Kole re: Flock LPR Cameras (Q&A)

Four people in need, who had dementia, were recovered with the help of Flock Cameras and able to reunite with their families. We have recovered several stolen vehicles, and solved 7 burglaries on ocean front in offseason. We punched in the license plates for all these cases and was able to solve. Asking for – looking for hot spots for these cameras and Hillcrest is one of them. Every summer there are criminal mischief and larcenies. This is a good place for LPR and camera. If there is a call or incident, they can go back to camera. No liability or cost to us. FLOCK takes care of costs, damages. He needs SSCA to sign and give them permission to install.

In the last two months there have been 5 break ins. Average of 5-6 cars per summer are broken into in Hillcrest.

The feed restarts every 90 days.

Member Comments: Denine Phillips (pickleball noise)

I am not advocating for removal of courts, just noise remediation. Noise comes directly into my yard and deck. I am here to offer a solution to our pickleball noise pollution. As nearby residents we hear the noise from morning till dusk. I have researched various solutions. Terms of usage and music has accelerated. Company that specialize in pickleball noise abatement (listen to recording for name of company). What this does is dramatically reduces the noise factor by 10-15 per cent decibels, reducing noise by 50 percent. Luke said we would need to build new fence. (listen to recording). A couple companies specialize in pickleball ball noise abatement. Recommending extend and reinforce fence.

1. President's Comments:

Debbie Zwick – appreciation for not allowing helium balloons. She thanked us for addressing the prohibition of balloons at Southern Shores. Kids birthday party at pavilion. There is an ordinance for not releasing helium balloons. Jeff called guy reserving pavilion not to release balloons.

Do we add to our policy to not allow helium balloons on our properties. Should we make this part of our agreement to become a member.

Susan would like to look at our pavilion policy.

Jim Major has volunteered to be treasurer for SSCA. He was on audit committee. He is deeply qualified CFO. George Beach will taking on Joels position. Both highly qualified.

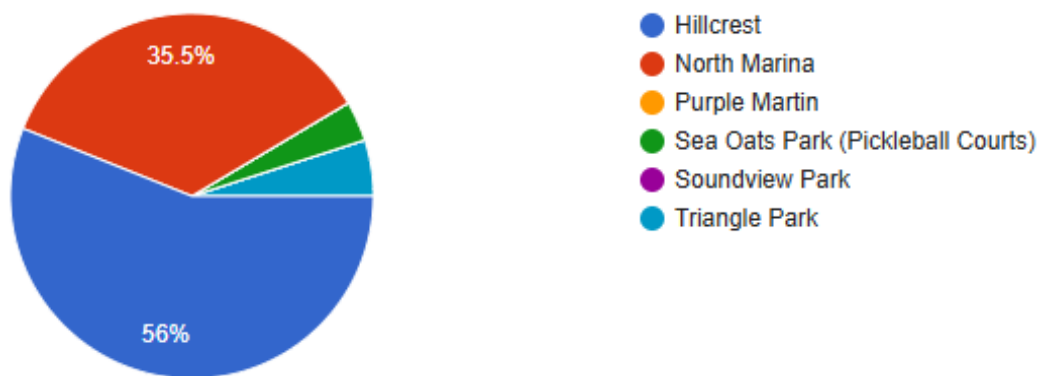
2. Volunteers/Event Coordinator – Aida Alvarez:

Songwriters at Sunset Concert Series (First Sunday of June-September)

- Promoted concert series and August 3rd show on socials, newsletter, direct emails, and website*
- Executed August 3rd show – 75+ attendees
- Requested invoice from September 7th artist
- Next steps
 - Promote September 7th show*
 - Execute September 7th show

Parking Lot Monitors (May 24th to September 7th)

- 13 out of 15 weeks covered (except for July 28-August 3 and August 4-10)
- Met with parking monitor volunteers as needed
- Oversaw activity – 141 citations issued YTD



Little Free Libraries (LFL) (September)

- Followed up with volunteers to paint LFLs
- Work to be completed by September

Santa Ride (December)

- Contacted Santa
- Next steps
 - Contact SSFD and SSPD re: possible dates
 - Create planning document

Azalea Lane/Trail Cleanup (January)

- Gauged interest from volunteer lead
- Next steps
 - Create planning document

Doggy Bag Station Monitors (Ongoing)

- Reviewed [2025 schedule](#) and oversaw activities
 - 14,600 doggy bags distributed YTD

Other

- Updated [2025 YTD report of volunteer hours](#) – 1,214.5
 - \$24,290 in cost savings (based on \$20/hour)
- Updated A. Alvarez hours worked in 2025 – 244
 - \$6,100 in cost savings (based on \$25/hour)
- Updated [2024-2025 volunteer database](#) and continued analysis
- **Next newsletter**
 - **When is content due?**

For Reference

Volunteer Team	Number of Volunteers	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	30-60 minutes 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

3. Treasurer's Report – Susan Ippolito:

1. Budget - You should have all received a copy of the budget. I would like to vote on it today.
 - a. Items to point out:
 - i. Dues – I am recommending we not raise dues in 2026 since we just raised them in 2024. 3 years with no increase seems like a reasonable plan. I would recommend we increase dues in 2027 by \$10 for residents and rentals and \$5 for racquet club. See dues history for detailed information.
 - ii. We have added \$2700 to the payroll numbers for a new hire in 2026. Debbie and Susan S. both feel that they need backup coverage so we are planning to approach Maslin to see if she would be interested in working 100-120 hours per year. She is already familiar with many of the office functions.
 - iii. We added \$8740 to special projects for the pavilion roof to be repaired. Luke, Jeff and I discussed this and feel that the roof needs to be done asap and we cannot wait until the addition is funded to do it.
 - iv. Aida asked that we up the budget for events from 6k to 7k. This is to add another volunteer appreciation event (the spring event was very well attended and appreciated!)
 - v. The net income of \$43,497 meets our target of between \$40k and \$50k to reserves. This budget allows for a total of 65k to go to reserves, when including boat, marina and racquet reserves.

2. **Brick Fundraiser** – Boat Club Board has approved this fundraiser. Luke is working on getting estimates for cost to install the patio.

Duck is using Brick Markers USA and Betsy Trimble recommended their rep so I have spoken to her. We need to decide on the name for the project, the brick color and font before we can move forward with the website and marketing. Who would like to help?

Marina Special Projects Current Balance - \$21,000
2025 Boat Club Reserves – \$8376 - \$5k to Special Projects
2026 Boat Club Reserves - \$9414 - \$5k to Special Projects

Pavilion Addition - \$50,000
Paver Installation - \$5,000 (est)
TOTAL - \$55,000

Marina Special Projects Balance as of 12/31/2026 - \$31,000
Total Needed for Brick Fundraiser – 24,000
\$82 profit per brick – Need to sell 300 bricks for a total profit of \$24,600
Goal of 400??

Duck charges a credit card fee – should we do that or just build it into the profit?

4. **Sue Bigbee: Racquet Club:** No report.
5. **Boat Club - Luke:** Boat Club August 30th event. Trying to get it mowed before this event and before last sunset songwriters event.
6. **Laura Richer – ARB:** Laura needs to be in loop with Rick. Jeff will send out another email to Rick to make this happen. Someone needs to know what is going on.
7. **Directors Reports:**

Membership/Slip Rentals - Sue Bigbee:

Membership Type	Count
Membership/Database	2,007
Active Members	1,878
Lapsed	129

Membership

- Need to start prepping for 2026 renewal cycle.
- Succession planning/training for Member Clicks

Member Complaint/Issues

- Kayak rack was damaged by a falling limb. Joel, Luke George and I worked on repairing and the member was able to return their kayaks to repaired rack.

Slip Rentals

Slip	Quant	Paid	Open
Wet Slips	77	76	1
Dry Slips	27	27	0
Kayak	52	52	0
Total:	156	155	1
%Renewed to Date		99.4%	

Wet Slips

- All rented slips are paid for. 1 Slip is open
- 1 Slip is tough to rent. Slip 13 at the NW is too narrow for a boat.

Dry Slips

- All slips are rented.

Kayaks

- All racks are rented.

Wait List	Count
Wet Slips	38
Dry Slips	34
Kayaks	2

Marinas

- Sent out message to members about checking their boats in preparation for the storm.

Bylaws/Long-Range Planning - Nancy Sheehan:

Bylaws Review

- Jeff and I continue to work on SSCA Bylaws.

SSCA Long-Range Planning Tool

- Met with Jeff, Luke, and Susan to review SSCA's existing long-range planning documents and explored options for tracking ongoing and future capital improvement projects.

Circle Pond Study: Received an update from Lori on the status of her capstone project.

- Lori met with NC DEQ staff and Pine Island Audubon about pond restoration and phragmites management. She has collected and paid for water quality samples. Lori has also researched historical records and reviewed CAMA reports. She has begun to interview residents.
- Lori's next steps are to conduct field work to ID plants, a wildlife survey, and macroinvertebrate monitoring.
- I have shared invasive species and restoration strategies (multi-year, multi-method) with her and recommended sampling protocols, wildlife survey options, and citizen science tools (eBird, iNat, bio-blitz, HerpMapper, Chronolog). I have also offered monitoring gear for macroinvertebrate sampling and to contact Master Gardeners for expertise. Lori and I will meet next Monday.

Other: Flock Safety Camera Installation

- Reviewed Flock Cameras for SSCA property -- Looked into Flock's company background, community experiences, ACLU concerns, news reports, and carefully reviewed the property permission agreement.

Secretary – Laura Richer: No report.

Communication – Kenny Woyer: Member Clicks went down yesterday. Recirculated GAM information after back up.

Working on written policy for reviewing newsletter.

Westside Parks and Marinas – Luke Falconer:

Accomplished;

- N. Marina – Installed Poop Fairy signs at N. Marina Pavilion by PAPs, have been checking – no bags in PAPs but plenty in trash cart right beside the privacy fence. Fixed one picnic table seat, added screws.
- N. Marina Pavilion, took down one curtain, hauled to Braswell in Currituck for repair, 2 week repair.
- Loblolly – Electrical outlet on Stanchion 2 inop, checked and called owners and advised to run extension cord to Stanchion 1. Contacted His and Hers Elec, met with them last Thursday AM, they are inspecting all marinas and repairing what does not work. Expect report this week, will post to dropbox
- Loblolly, team of Joel, George B, Sue and I repaired Kayak Rack “I” after branch broke top support.
- Sunset park, repaired several step boards, adding to list for more complete revision in fall.
- Installed Red Bay chain and lock at Soundview Park due to someone stealing the rope that I had put up. Locked on one end as I drilled hole in one post to secure chain.
- PAPs to be serviced Friday prior to Labor Day at Hillcrest and 208A Ocean Blvd, and Friday Aug 22nd at Pavilion, renter has paid for this service
- Working with Joel on mowing quote from James for CY2026, net net James came down ~\$6,500. Joel to evaluate as well after seeing how crossover mowing is going by Sept.
- Attended meeting at Circle pond with Jeff, Sue, Joel and Lori.
- Sea Oats Pickleball noise issue. Reached out to AcousticBlok on several points, they provided test data, reviewed and submitted 2 more questions; 1. What does their fence partner recommend for fence structure as the wind loading on the existing structure is too high [1536 lbs for 100 mph wind on 60 sq feet} given the structure is 1”3/4 vertical pipes and 1”1/4 horizontal pipes. 2. Their test data of acoustic noise suppression was only on static frequencies, which is a data point, however the real issue is the impulse noise from paddle and ball. This frequency is in the range of 600 Hz to 800 Hz. Asked if they had test data regarding same. Waiting response. As a side note – the fence at the court is being used as a “springboard” for players, and is bowing and pushing out, not sure how to address.
- Checked all Marinas Monday Aug 18th before Erin comes our way, provided list of issues on slip by slip basis to Sue B, copying Jeff.
- Boat Club – SSBC Aug 30th picnic
- ***To Do;***

SSCA Maintenance Actions	To Do Date	Task	Version 8/18/2025	Priority
Sunset park	Sept	Use screws on more steps		1
Kingfisher	Sept	Hand rail on walkway		2
N. Marina	Sept	Complete gravel replacement		2
N. Marina	Oct	Paint sheds, have quote		2
Marinas - Fire Ext	Oct	Service Fire equipment		1
Azalea Lane	Jan-26	Clean up trail mow?		3
On Going Actions				
Marina[s] Inspection	Monthly			1
Park[s] Inspection	Weekly			1

Properties – Joel Newton: No report.

8. **Old Business:**

Proposing to do a survey monkey in lieu of Nancy's spreadsheet. This includes long range plan, and proposed projects.

Jeff is going thru old files to identify what needs to be scanned to determine how much needs to be scanned, and filing name convention, etc.

Pavilion use and rental policy. Big question – why wouldn't a resident just use the pavilion for a big party rather than formally rent it? Jeff will redline current policy and send to board to review his changes. He will add prohibition against having balloons in pavilion.

Porta Pot locations has been settled.

9. **New Business:**

Vote on budget in September.

We are not raising dues for 2026

Vote to approve installing LRP. Nancy Sheehan voted no. Jeff proposed approval. Luke seconded. All approved except for Nancy.

Denine Phillips – we will table discussion for next meeting. Luke will research costs. Investigation is in progress. Determine process for when a resident has an issue they would like to report to the SSCA? Aida to present idea for this at next meeting.

Table American Tower proposal for lease extension or perpetual easement (see e-mail from Shannon Walsh forwarded to BOD by Jeff Johnson)

Adjourn: Next BOD Meeting September 17, 2025, 10:00 A.M., Pitts Center