

MINUTES OF SSCA REGULAR BOARD OF DIRECTORS MEETING JULY 16, 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, Susan Ippolito (Zoom), Sue Bigbee (Zoom). Nancy Sheehan, (excused absence). Confirm Quorum.

Jeff moved to approve 7/16/25 agenda. Joel seconded. Unanimously approved.

Jeff moved to approve 6/18/25 BOD Minutes (6/18/25). Kenny seconded. Unanimously approved.

1. President's Comments:

The first nominating committee meeting will be held next Wednesday. We need to fill the role of President (Jeff) and Properties (Joel), and either Treasurer (Susan) or Secretary (Laura) . Susan and Laura are going meet to review the Treasurer's role to see if Laura is comfortable with the level of commitment needed. This will determine which position we will need to fill – Secretary or Treasurer.

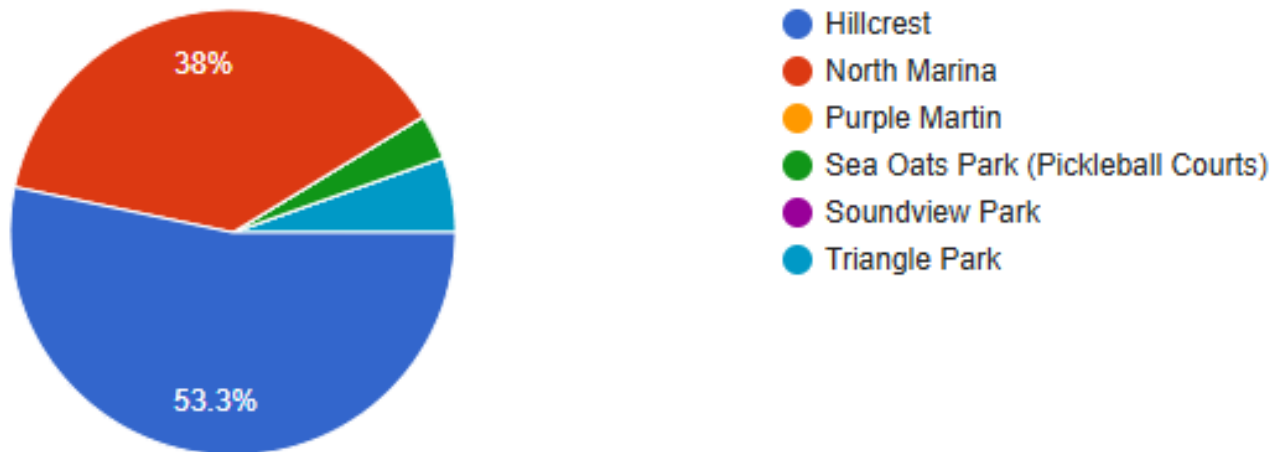
2. Volunteers/Event Coordinator – Aida Alvarez:

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

- Promoted concert series and July 6th show on socials, newsletter, direct emails, and website*
- Executed July 6th show – 75+ attendees
- Requested and submitted invoice from August 3rd artist
- Next steps
 - Promote August 3rd show*
 - Execute August 3rd show

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

- Conducted [outreach](#) via socials and direct emails”
 - 13 out of 15 weeks covered, need volunteers for two more weeks
 - July 21 to July 27
 - July 28 to August 3
- Met with parking monitor volunteers as needed
- Oversaw activity – 104 citations issued YTD



Doggy Bag Station Monitors (Ongoing)

- Reviewed [2025 schedule](#) and oversaw activities
 - 12,400 doggy bags distributed YTD

Little Free Libraries (LFL) (Ongoing)

- Drafted instructions and purchased supplies
- Conducted in-person prep meeting for volunteers to paint LFLs
- Work to be completed by September

Santa Ride

- Looked at possible dates
- Next steps
 - Contact Santa, SSFD, and SSPD re: possible dates

Other

- Submitted CY2026 budget request
- Drafted and submitted three articles for July newsletter
- Attended BOD field trip to see SSCA-owned properties
- Updated [2025 YTD report of volunteer hours](#) – 1,054
 - \$21,080 in cost savings (based on \$20/hour)
- Updated A. Alvarez hours worked in 2025 – 217
 - \$5,425 in cost savings (based on \$25/hour)
- Updated [2024-2025 volunteer database](#) and continued analysis

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:

Budget. Susan sent a draft budget to each of the board members. A few updates are expected over the next month and then it can be voted on in August. Please let Susan know if you have additions/changes etc.

- a. Income – Our expenses continue to rise, technology fees, yard maintenance, porta-potties, etc. The board needs to look at other ways to raise income.
 - i. Raise dues?
 - ii. Sell commemorative bricks as a fundraiser for pavilion expansion and other projects. Susan is looking into the cost of the bricks, and looking for a contractor to install them. Before installation costs, Susan thinks we can make \$80 per brick. Jeff motioned for Susan to continue exploring this. Kenny seconded. All approved.

Taxes. Susan is working on getting all of the documents to our tax attorneys.

Contractor met with Susan and said bulkhead needs to be fixed within the year. Luke will get bids. Luke thinks we need to decide by September.

The board needs to decide whether to raise dues before approval of Budget. Preliminary approval is in August, with final approval in September.

Discussed projects to be prioritized:

Bulkhead within year
 Roof 2026
 South Marina 2026
 Pavilion Expansion 2027

4. Sue Bigbee: Racquet Club

Everything is going well, except Jay notes that he am getting about 3-4 emails per week about pickleball from property owners, guests and rental companies. He does not mind being helpful, but we need to think about communication so some of the issues I am handling are up front where it can be most helpful.

The #1 issue is people who have paid for Racquet Club and want to play immediately. Either we fix the system and enroll people in the SSCA membership system and YourCourts at the same time - or let people know up front that we have two systems and will take up to 2 weeks to enroll in YourCourts. The standard linenow is that new enrollees get the gate code and can play anytime no one else is on the courts. Also let rental owners know the deal with guest memberships.

2. When racquet club submitted the 2026 budget they were hoping to get admin help with membership updates in YourCourt. Susan Ippolito asked how many hours is spent on membership updates. Carol Noonan told Jay that she is busy starting in January handling a mass update and again in February. After that she works every other week updating 10 to 50 members at a time. We speculated that we will be busy even into the fall with new members mainly. After the mass update Carol says it takes 2 hours on average to do the update - that works out to be about 40 hours time for the 9 months March to November. Ron Nelson offered to draft the work procedure so we can train a transition person.

The issue with mass update is that it requires Excel spreadsheet skills. I think the update takes only a few hours, probably 8 hours total for 2-3 updates. It takes 40 hours to do manually..

Security is good at the courts. There are still issues to deal with from time to time. There are reports of people using the courts until 8:30. If neighbor complaints or the usage is habitual, Jay said he would go over and remind the players that they need to respect the 8pm quiet time.

Usage at Hillcrest and Sea Oats is close to 100% in the morning and evening. Despite the heat, midday is still busy at Sea Oats. Lynda is still running a clinic midday at Sea Oats that it well attended.

Susan to ask Jay and reach out to members and see if we can find someone that wants to be the YourCourts guru.

Susan to ask for a weekly reports to update YourCourts.

5. Boat Club - Luke:

Picnic was great and well attended. They are curious about pavilion. Do we want to tell them no or wait to finalize the budget. Decided we will wait till we finalize the budget. Roof really needs to be fixed first.

6. Laura Richer - ARB:

Update on 55 Hickory Melissa Reid and Thomas Reid have revised their plans and showing the arb the breezeway and submitted to ARB. Issue resolved (per Jeff).

7. Directors Reports:

Membership/Slip Rentals - Sue Bigbee:

Membership Type	Count
Membership	2,000

Active Members 1,863

Lapsed 137

% Renewed to Date 93.2%

MEMBERSHIP

- We sent out about 700 new member letters to residents/property owners in May
- Responses to date: 13 lapsed members renewed and about 30 new members so far

Member Complaint/Issues

- Member complained about waitlist, wants transparency and access to list
- Had a boat list sideways after heavy rain and winds (NW Marina) SSPD and SSFD were called. Found owner and between him and Hardy Peters they were able to right the boat and there was no fuel leaked into the water
- Boat at Loblolly was in danger of sinking after the same storm. Notified boat owner and they fixed their bilge pump

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 rented.

KAYAKS

- All racks rented

WAIT LIST	Count
Wet Slips	38
Dry Slips	34
Kayaks	2

Bylaws/Long-Range Planning - Nancy Sheehan: No report.

Secretary – Laura Richer: No report.

Communication – Kenny Woyer: Newsletter is almost ready to roll.

Westside Parks and Marinas – Luke Falconer: Sound view park installed ladder and platform. Doors replaced on shed. 10 tons of stone delivered and spread.

Properties – Joel Newton: Hillcrest lot is ready for overflow parking. He will enhance crushed stone area used for additional overflow.

8. **Old Business:**

Nancy is going to circulate hardcopies of her spread sheet. Wants to get our priorities of what to talk to the town about.

Document scanning is proceeding.

We have a written Pavilion Use Policy. Do we need to review and adjust the policy? Do we want to look at raising rental rates for pavilion? Jeff will circulate the policy, and we can talk about at next month's meeting.

Do we want to advertise use of pavilion and the transient boat slip? We could rent the slip and transient parking space for \$250/week? Luke and Sue will write up policy and procedures for rental of the slip and parking space and will circulate to the board for review.

Need to make the South Marina bulkhead repairs in 2026 at a cost likely to exceed \$100,000; therefore, we need to postpone any pavilion expansion until 2027. (See "New Business" regarding commemorative bricks and fund-raising for the pavilion expansion.)

LRP wishlist on hold pending property tour and follow-up thoughts/suggestions.

9. **New Business:**

Porta Potties. How often should they be serviced. Joel and Luke said Hillcrest was handled pretty well. East Dogwood was close to overflowing. Dogwood – going back to Wednesday service. Joel will look at adding emptying service for 4th of July and Labor Day. Jeff to ask the town to take over servicing East Dogwood since its their parking spaces. Luke was given the go ahead to add another porta potty to Sea Oats.

Tabled newsletter policy to talk about next month.

Red Bay property. Mr. Howell, with a Hickory address and Hickory Trail public road access, complained that we had chained off our SSCA common property at the end of Red Bay that he uses from time to time for access to the back of his property for maintenance. Jeff pointed out that the covenants for the 9 lots on Red Bay say that the common area is for their exclusive recreational use and canal access of the Red Bay lots (does not include any lots on Hickory). Luke thinks that Mr. Howell may think he has a legal right to cross the SSCA property. Jeff will try to speak with Mr. Howell about that and about possible limited access from time to time. The chain will come down for now.

Board authorized Jeff to meet with Cliff with the town to see if they are interested in taking over management of the ponds. We would have to take a vote of homeowners to seek approval.

Lori Trawinski letter and proposal: Some Board members will meet with her at the pond to discuss her proposal.

The Board agreed to exploring the idea of selling commemorative bricks to help fund an expansion of the pavilion. The bricks would be used to create a patio area that could be located between the existing pavilion and new "L" extension.

**Update per Jeff as of special meeting by email dated July 31st re: Circle Pond: The board approved, by email, Lori's initial study work on the pond to move forward, subject to certain guidelines outlined in a letter to her. Quorum was met to approve with a "yes" vote.*

Adjourn: Next BOD Meeting August 20, 2025, 10:00 A.M., Pitts Center