

**Association of Sea Pines Plantation Property Owners, Inc., and The Advisory Board  
(ASPPPO)**

**Board of Directors Meeting**

Videoconference and YouTube Stream  
Thursday, September 23, 2021, 9:00 a.m.  
Executive Session, 8:30 a.m.

**Agenda**

1. Call to Order Scanlon
2. Establishment of Quorum Thomson
3. Executive Session Scanlon
  - a. Approval – Board of Directors Call to Executive Session \*
  - b. Contracts, Legal
4. Board Meeting Reconvenes Scanlon
5. Ratify Approval – Board of Directors Meeting Minutes, May 20, 2021 \* Thomson
6. President Remarks Scanlon
7. Financial Update Todd
8. ASPPPO Updates
  - a. Communications/Website Thomson
  - b. Membership Committee Stevens
  - c. Covenant Reform Task Force Crunkleton
  - d. Joint CSA/ASPPPO Land Use Management Committee (LUMC) Guazzo
  - e. CSA Short Term Rental Committee Ellis
  - f. Architectural Review Board (ARB) Stevens
9. Unfinished Business
10. New Business
  - a. Ratify Approval – Amendment, Nominating Committee, 2021 \* Scanlon
  - b. Announcement – Nominating Committee Results, 2021 Thomson
  - c. Set Date of Record, Election, October 1, 2021 Scanlon
  - d. Ratify Approval – DBA Sea Pines Property Owners Assoc. \* Scanlon
  - e. Ratify Approval – Hiring of IMC Resort Services, Inc. \* Scanlon
  - f. Future Board Meeting Start Times 3:30 p.m. Scanlon
11. Adjournment

Recess – Five Minute  
Q & A Session – Questions from the Community

Reference Material Attachments

- Resolutions, September 23, 2021
- ASPPPO Board of Directors Meeting Minutes, May 20, 2021
- ARB Density Report, August 31, 2021
- LUMC Status Report, September 17, 2021

\* Denotes Action Item

**Association of Sea Pines Plantation Property Owners, Inc. and The Advisory Board (ASPPPO)**  
**Board of Directors Meeting**  
Videoconference and YouTube Stream  
Thursday, September 23, 2021, 9:00 a.m.

**Resolutions**

- Resolution for 3a.     **Approval – Board of Directors Call to Executive Session:**  
“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc. and The Advisory Board, approves call to Executive Session”.
- Resolution for 5.     **Ratify Approval – Board of Directors Meeting Minutes, May 20, 2021:**  
“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc. and The Advisory Board, ratifies approval of the Board of Directors Meeting Minutes, May 20, 2021, as finalized by email”.
- Resolution for 10a.   **Ratify Approval – Amendment, Nominating Committee, 2021:**  
“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc. and The Advisory Board, ratifies approval of the amendment to the Nominating Committee, 2021: Greg Thomson, Chair; Barry Barth, Lee Stevens, as finalized by email”.
- Resolution for 10d.   **Ratify Approval – DBA Sea Pines Property Owners Association**  
“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc. and The Advisory Board, ratifies approval of moving forward, the Association of Sea Pines Plantation Property Owners (ASPPPO) will do business as Sea Pines Property Owners Association (Sea Pines POA). All legal documents will continue to be executed in the legal name, Association of Sea Pines Plantation Property Owners (ASPPPO), as finalized by email”.
- Resolution for 10e.   **Ratify Approval – Hiring of IMC Resort Services, Inc.**  
“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc. and The Advisory Board, ratifies approval of ASPPPO entering into a contract with IMC Resort Services, Inc. to provide administrative and other services as provided in and upon the terms and provisions contained in a written agreement which is hereby approved and also to authorize the President to execute said contract on behalf of ASPPPO, as finalized by email”.

## **Association of Sea Pines Plantation Property Owners, Inc., and The Advisory Board**

### **Board of Directors Meeting**

**May 20, 2021**

A regular meeting of Association of Sea Pines Plantation Property Owners, Inc., and The Advisory Board (ASPPPO), Board of Directors, was held on Thursday, May 20, 2021, via videoconference.

**Present from the Board of Directors, were:** Paula Scanlon, President; David Ellis, Vice President; Greg Thomson, Secretary; Grover Todd, Treasurer; Barry Barth, Director; Paul Crunkleton, Director; Dana Guazzo, Director; Bill Johnson, Director and Lee Stevens, Director

**Guest Present, was:** Ron Thomas

**Present from Community Services Associates, Inc., was:** Victoria Shanahan, Director of Finance and Administration and Sandra Archer, Executive Administrator

### **Call to Order**

The meeting was called to order by Paula Scanlon, President, at 9:00 a.m. Eastern time.

### **Establishment of Quorum**

Quorum was met.

### **Executive Session**

#### **Approval – Board of Directors Call to Executive Session**

A motion was made by Greg Thomson, to support the resolution, “Approval – Board of Directors Call to Executive Session”. The motion was seconded and unanimously carried:

“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc. and The Advisory Board, approved the Board of Directors call to Executive Session”.

### **Board Meeting Reconvened**

The Board of Directors reconvened at 9:15 a.m. There was no action taken.

### **Agenda Revision**

Ron Thomas/Leaf Blower Update and Victoria Shanahan/Financial Update, were added to the Agenda.

### **Ratify Approval – Board of Directors Meeting Minutes, March 25, 2021**

A motion was made by Greg Thomson, to support the resolution, “Ratify Approval – Board of Directors Meeting Minutes, March 25, 2021. The motion was seconded and unanimously carried:

“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc., Board of Directors and The Advisory Board, ratified approval of the Board of Directors Meeting Minutes, March 25, 2021, as finalized by email”.

### **President Remarks** - President Scanlon

- ASPPPO committed to serving all members: full time residents, second homeowners, investors, renters;
- Volunteers needed to serve on the Board of Directors, beginning January 2022. Applications available online, ASPPPO.net. Deadline to apply, August 1, 2021.

**Financial Update** – Grover Todd

- Recap of YTD/March 31, 2021, Financial Statements, provided;
- The balance sheet as of YTD/March 31, 2021 was reviewed. Total liabilities and fund balances, healthy;
- The income statement as of YTD/March 31, 2021, was reviewed. Actual revenues over expenditures were \$125,000, as compared to prior year actual, of \$88,000, mostly due to membership fee increase;
- Goals, 2021: to build on investments and increase membership.

**ASPPPO Updates**

Communications/Website – Greg Thomson

Mr. Thomson noted there were no updates to provide.

Membership Committee – Lee Stevens

- Committee to fill remaining opening with Owner who rents property;
- Committee focus: define ASPPPO, increase membership and renewals.

Leaf Blower Task Force – Grover Todd, Ron Thomas

- A work summary and presentation on Leaf Blowers, provided;
- Presentation included: Task Force activities, definition of noise pollution, Stihl blower comparisons, noise ordinances/Federal/State/County/Town/Community, membership survey and feedback, considerations, recommendation to the Board;
- Policy to be recommended to CSA for consideration, adoption and enforcement.

A motion was made by Grover Todd, to support the resolution, “Approval – Leaf Blower Policy. The motion was seconded and carried. Voted in favor: Chair Scanlon, Barry Barth, Paul Crunkleton, David Ellis, Lee Stevens, Greg Thomson, Grover Todd; voted by proxy: Bill Johnson; abstained: Dana Guazzo.

**“RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc., Board of Directors and The Advisory Board, approved the Leaf Blower Policy, as presented:

- To minimize noise pollution, all blowers must be operated at 65 decibels or less, at 50 feet, while in residential neighborhoods by lawn and pool service companies;
- Residential property owners are encouraged to follow this guideline;
- Louder blowers may only be used as follows:
  - On golf course property;
  - When the blower is on wheels; commonly used to clear debris form large areas such as parking lots, cart paths and bike trails;
  - To remove debris after a major weather event”.

Covenant Reform Task Force – President Scanlon

- Covenant Reform Task Force to meet in next 4 – 6 weeks. Task Force to examine agreements, rules and regulations.

Joint CSA/ASPPPO Land Use Management Committee (LUMC) – Dana Guazzo

- Land Use Monitor Report provided statistics through May 5, 2021;
- Challenges presented by new property owners’ lack of awareness of ARB process. Purpose to close gap of those not seeking permits, as established in Rules and Regulations;
- CSA to approve Rules and Regulations, to be in effect July 1, 2021.

CSA Short Term Rental Committee – David Ellis

- Increased traffic, parking, bikes, has created tension between permanent residents and investors. Problem exists in communities up and down east coast;
- Owners to take responsibility for their guests. Owners to be noticed and fined, when guests found in violation of LUM Rules and Regulations.

Architectural Review Board (ARB) – Lee Stevens

- ARB continues to be active.

**Unfinished Business**

There was no unfinished business to discuss.

**New Business**

- ASPPPO Bylaws permit electronic voting. ASPPPO to determine how to run 2021 Board elections;
- Over 700 LUM violations since January 2021, not all resolved;
- Active Task Force, Neighbors Helping Neighbors, to be recommended at next Board meeting. Task Force assists residents to locate support groups, financial counselling, etc.;
- ASPPPO to consider holding Board/Annual Meetings in afternoon, to gain greater audience share. Survey to this effect, to be included in upcoming newsletter.

**Adjournment**

A motion was made by Paul Crunkleton, to adjourn the meeting. The motion was seconded and unanimously carried.

With no further business to come before the Board, President Scanlon adjourned the meeting at 10:25 a.m. The next regularly scheduled meeting of the ASPPPO Board of Directors, is Thursday, September 23, 2021, 9:00 a.m., via videoconference.

Respectfully Submitted,

Greg Thomson  
Secretary

SEA PINES PLANTATION DWELLING UNITS (DENSITY) REPORT

<b>Class A Units - Single Family Dwelling Units</b>	
<b>Total Lots Remaining</b>	<b>63</b>
<b>Total Homes</b>	<u><b>3775</b></u>
<b>Total Class "A"</b>	<b>3838</b>

**Class B - Multi-Family Dwelling Units** **1989**

**Uncommitted Dwelling Units** **64\***  
**\*64 units assigned to Sea Pines Resort**

**Lot D4 Density assigned to Sea Pines Resort**  
**Lot 13 Club Course I assigned to Sea Pines Resort**  
**Lot 82 Club Course II assigned to 3R Fairway Blk 5-3**  
**Lot 70 Carolina Place assigned to 5 Royal Tern**  
**Parcel A transferred to 42 Bald Eagle West**

<b>Total Dwelling Units allowed by Covenant</b>	<u><b>5890</b></u>
---	--------------------

---

---

**January 1, 2015**

<b>Class "B" DUs permitted</b>	<b>1989</b>
--------------------------------	-------------

<b>Class A DUs Under Construction/Permitted</b>	<b>3766</b>
---	-------------

<b>January Permits -</b>	<b>2</b>
<b>February Permits -</b>	<b>2</b>
<b>March Permits-</b>	<b>1</b>
<b>April Permits -</b>	<b>2</b>
<b>May Permits -</b>	<b>1</b>
<b>June Permits -</b>	<b>0</b>
<b>July Permits -</b>	<b>1</b>
<b>August Permits -</b>	<b>0</b>
<b>September Permits -</b>	<b>0</b>
<b>October Permits -</b>	<b>0</b>
<b>November Permits -</b>	<b>0</b>
<b>December Permits -</b>	<u><b>0</b></u>
<b>Total Permitted</b>	<b>3775</b>

<b>Improved or under construction</b>	<b>3775</b>
---------------------------------------	-------------

**August 31, 2021**

Today : 09/17/2021

Cited Report

Sea Pines

Association Name

Jul 1 2021 - Sep 17 2021

Sea Pines

239

Total

239



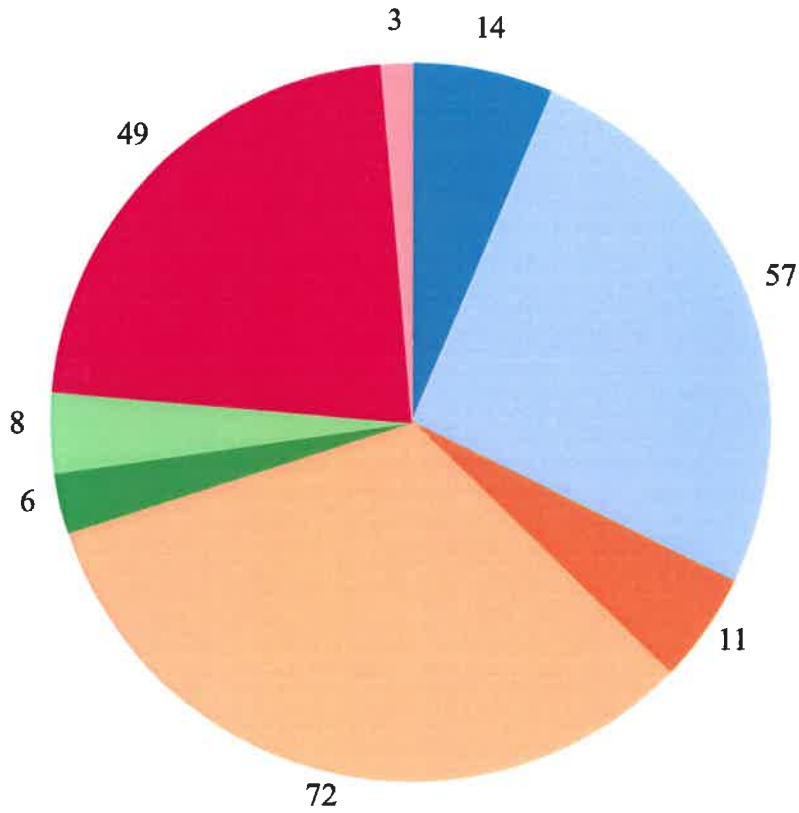
Today : 09/17/2021

## Activity Report Sea Pines

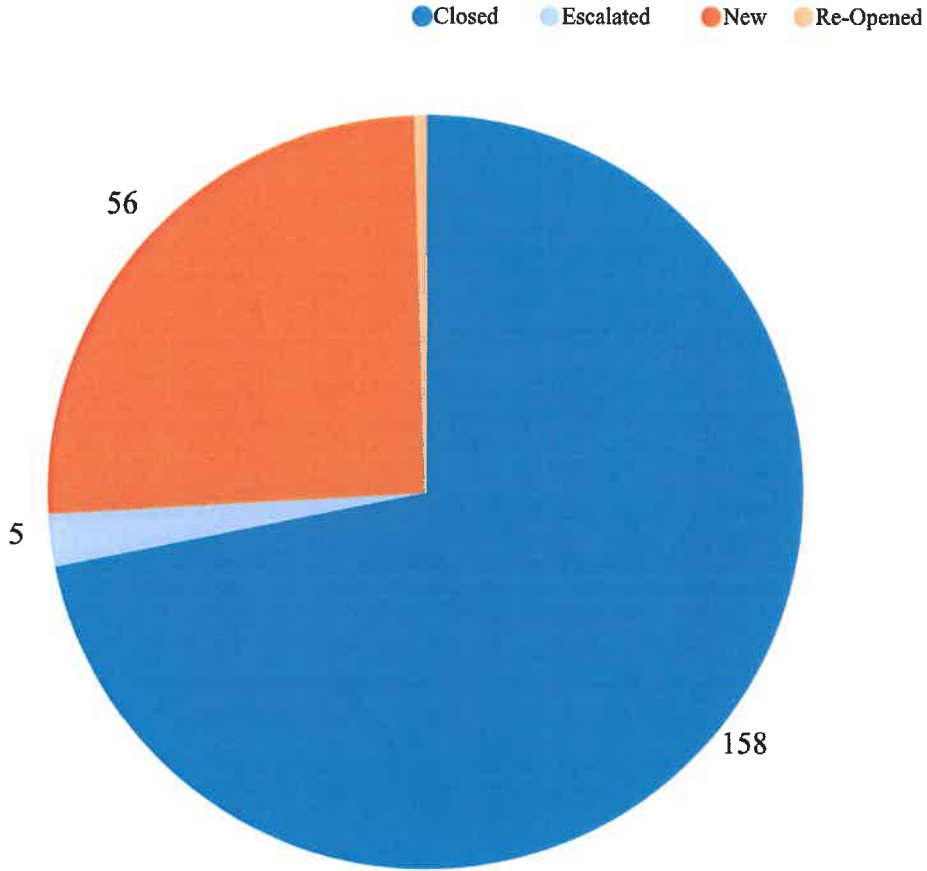
Category	Subcategory	Total Start	Created	Escalated	ReOpened	Closed	OnHold	Total End
Architectural	Tree Removal	0	1	0	0	0	0	1
Architectural	Fence	0	1	0	0	0	0	1
Architectural	Driveway	0	1	0	0	1	0	0
Architectural	Exterior Painting Project	0	4	0	0	2	0	2
Architectural	House Addition	0	6	1	0	5	0	1
Architectural	Shed	0	1	0	0	0	0	1
Improper Use	Roadside Barrier in CSA Road Right of Way	0	4	0	0	2	0	2
Improper Use	Lights	0	4	0	0	3	0	1
Landscaping	Weeding	0	3	0	0	3	0	0
Landscaping	Tree Removal	0	2	0	0	2	0	0
Landscaping	Prune Shrubs	0	4	0	0	3	0	1
Landscaping	General Yard Maintenance	0	29	2	0	12	0	17
Landscaping	Mowing	0	10	1	0	9	0	1
Landscaping	Ground Cover	0	9	0	0	3	0	6
Mailboxes	Appearance	0	3	0	0	0	0	3
Maintenance	General Property Maintenance	0	2	0	0	0	0	2
Maintenance	Roof Maintenance	0	3	1	0	0	0	3
Maintenance	Exterior Paint/Trim	0	2	0	0	0	0	2
Maintenance	Power Wash	0	4	1	1	3	0	1
Rubbish and Debris	Unstored Trash	0	4	0	0	4	0	0
Rubbish and Debris	Trash Can Visible	0	45	1	1	39	0	6
Unightly	Driveway Maintenance	0	2	0	0	1	0	1
Unightly	Item(s) in view	0	44	3	2	39	0	5
Unightly	Beach Accouterments	0	26	1	0	25	0	1
Vehicle Parking	Inoperable Vehicle	0	6	1	0	2	0	4

**Violation = 220**  
**(by Category)**

Architectural   Landscaping   Maintenance   Unsightly   Vehicle Parking  
Improper Use   Rubbish and Deb...   Mailboxes



**Violation = 220  
(by State)**



Association Name: Sea Pines  
Community SnapShot Report

**Violation = 62**  
**(by Category)**

