



**Sea Pines Property Owners Association
Board of Directors Meeting**

**Videoconference and YouTube Stream
Wednesday, January 24, 2024; 10:00 AM**

Agenda

1. Call to Order Scanlon
2. Establishment of Quorum Burns
3. Ratify Approval:
 - a. Board of Directors Meeting Minutes, November 15, 2023 * Burns
4. Approve 2024 Board Officers * Scanlon
 - Keith Burns, President
 - Kerry De Vallette, Vice President
 - Lori Wellinghoff, Secretary
 - Larry Holdren, Treasurer
5. Approve Board Appointments Burns
 - Lauri Allenbach, 2 years remaining from Ed Hughes term
 - Ted Leavitt, 1 year remaining from Jon Suhre term
6. Financial Report Holdren
7. Management Report IMC
8. Sea Pines POA Updates
 - a. Visioning Session Burns
 - Areas of Focus
 - Work Groups
 - b. 2024 Priority Projects
 - Implement integrated member management application De Vallette
 - Obtain all Sea Pines residential property owner names/addresses Burns
 - Conduct member and/or community wide surveys DeLong
 - Formalize processes to monitor third party activities impacting community Glass
 - Membership Renewal Update Allenbach
 - Communications Wellinghoff
 - Legal Burns
9. Unfinished Business
10. New Business
11. Adjournment

Recess – Five Minute

Q & A Session – Questions from the Community

Reference Material Attachments

- Resolutions, January 24, 2024
- Board of Directors Meeting Minutes, November 15, 2023 *
- 4th Quarter 2023 Financial Report
- ARB Density Report – December 31, 2023
- ARB Status Report – December 31, 2023
- Areas of Focus Website Descriptors
- Work Group Definitions

*Denotes action item



**SEA PINES
PROPERTY OWNERS
ASSOCIATION**

**Sea Pines Property Owners Association
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Wednesday, January 24, 2024; 10:00 AM

RESOLUTIONS

Resolution for 3a. Approval – Board Meeting Minutes, November 15, 2023:
“**RESOLVED**, Sea Pines Property Owners Association Board of Directors, ratifies approval of the Board of Directors Meeting Minutes, November 15, 2023, as presented”.



Board of Directors Meeting

Wednesday, November 15, 2023

A regular meeting of the Sea Pines POA was held Wednesday, November 15, 2023 via videoconference.

Call to Order

The meeting was called to order by Paula Scanlon at 10:01 a.m.

Establishment of Quorum

A quorum has been obtained.

Board Members Present via Zoom

Paula Scanlon, Keith Burns, Gregory Thomson, Kerry De Vallette, Jonathan Suhre, Lauri Allenbach, Lori Wellinghoff, Lee Stevens, Larry Holdren, (Board Advisor)

IMC Resort Services Representatives

Lisa Martin

Ratify Approval – Board Meeting Minutes, September 26, 2023

Keith Burns made a motion to ratify the email approval of the September 26, 2023 Board of Directors Meeting Minutes, as presented. The motion was seconded and unanimously carried.

“RESOLVED, Sea Pines Property Owners Association Board of Directors, approved the Board of Directors Meeting Minutes of September 26, 2023.

President Remarks – Paula Scanlon

The Board will be meeting at the end of the month to hold a 2024 visioning session. Three major things have happened this year. Steve Birdwell announced the results of the referendum to amend the 1974 covenants with 95% in favor of the amendment. This is the first time a referendum by petition has been run, real change has been seen and the process worked. The Board has received overwhelmingly positive feedback about the Third Tuesday Speaker Series and will be seeking a sponsor for audio/video equipment to record the events.

The member dues billing in 2023 was the worst in five years as a result of the startup database management. Accordingly, a task force has been formed to present a solution.

There will be three Board departures this year; Lee Stevens, Greg Thomson and Jonathan Suhre. Paula stated this will be her last Board meeting as President.

Financial Report – Jonathan Suhre

Jonathan reviewed the financial position as of September 30, 2023. Currently \$189,523.88 is invested in bonds and fixed income, \$168,734.05 in cash and \$64,658.13 in operating cash with \$423,342.26 in total assets. The top three expenses are; D/O insurance, management fees and communications.

Management Report – Lisa Martin

Since last September's Board meeting; there are 2,920 members, calls have been minimal and 192 emails were received. 2,913 members have received either an EZVote online ballot or a ballot via mail. Quorum requirement is 20%, which means 583 ballots must be returned. We have already received 560 completed ballots through EZVote and 77 paper ballots (637 in total). We have met quorum but encourage all Members to submit their ballots by December 1, which is when the voting closes. Election results will be distributed to Members on December 15th. If you have not yet received your ballot, please email info@seapinespoa.com or call us 843-422-7648 and we'll send you a replacement.

Sea Pines POA Updates

Architectural Review Board – Lee Stevens

The ARB continues to meet every Tuesday with 767 applications year to date. Tear downs are ongoing with roughly 12-18 properties reviewed at every Board meeting.

Communications – Lori Wellinghoff

The next Speaker Series will be held on November 21st and will feature David Lauderdale who will compare and contrast personalities and thought processes of Charles Fraser and Walt Disney and vice versa. This event will be held at Providence Presbyterian Church. Please visit SeaPinesPoa.com for a list of upcoming speakers.

Website – Kerry De Vallette

The Board has reviewed the membership management challenges. The task force reviewed current needs and evaluated the current system and are looking into other platforms.

Referendum Results – Keith Burns

55% of owners voted in the referendum process, not thought it an efficient process. The 95% approval rate was remarkable. The Resort took on all administrative aspects and paid for the referendum mailing.

Legal

A judgement in the Referendum Lawsuit is expected in 2024.

Community Standards Committee (formerly Land Use Management) – Greg Thomson

There has been an uptick in violations, with 1,454 sightings by two monitors as of today vs 460 last year. 93% of the violations have been resolved, making Sea Pines a more attractive place to live. The ongoing troublesome property has been sold and legal costs will be reimbursed at closing. The CSA Board has made changes to the rules and regulations making them easier to understand and enforce. The lower decibel standard will begin January 2026 so companies have time to update their equipment. Bikes and beach items will need to be put away and not visible from the street and there will be tightening of parking on landscaped areas.

Membership Committee – Lauri Allenbach

The membership dues request this year will be old school due to issues last year. A letter will be mailed in the beginning of January. In 2024 the Board will be working on a new member program.

Nominating Committee – Keith Burns

Voting is well underway, if you haven't voted please do so. If you have any nominations for the Board, please send an email to info@seapinespoa.com.

Unfinished Business

The Board will be holding a strategic visioning session at the end of the month to look into 2024 and beyond.

Paula Scanlon made a motion to move into Executive Session at 10:54 AM. Keith Burns seconded the motion. The motion passed without opposition.

Adjournment

With no further business to discuss, Paula Scanlon adjourned the meeting at 11:15 a.m.

Sea Pines POA

Balance Sheet

Posted 12/31/2023

Assets

Bank

10102	Operating Checking - Coastal	51,331.86
10200	Replacement Reserve - AAB	426.33
10201	Morgan Stanley Investments	192,172.18
10202	Morgan Stanley Cash/Cash Equiv.	173,178.54

<u>Total Bank</u>		<u>417,108.91</u>
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Prepaid Other

12300	Investment Interest Receivable	5,089.85
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<u>Total Prepaid Other</u>		<u>5,089.85</u>
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Total Assets

422,198.76

Liabilities & Equity

Liabilities

20100	A/P Trade	3,313.42
20201	Advance Payments	5,570.00

<u>Total Liabilities</u>		<u>8,883.42</u>
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Equity

30100	Retained Earnings	376,723.29
30101	Unrealized Gain/(Loss) M. Stanley Investment	(6,559.37)
	Current Year Earnings	43,151.42

<u>Total Equity</u>		<u>413,315.34</u>
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Total Liabilities & Equity

422,198.76

Sea Pines POA Budget Variance

Posted 10/1/2023 To 12/31/2023 11:59:00 PM

	Current Period Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
<u>Income</u>							
50100 Membership Dues	0.00	42,500.00	(42,500.00)	156,055.50	170,000.00	(13,944.50)	170,000.00
50700 Bank Interest	0.13	0.00	0.13	254.04	0.00	254.04	0.00
50900 Other Income	0.00	253.00	(253.00)	1,005.00	1,000.00	5.00	1,000.00
TOTAL Income	0.13	42,753.00	(42,752.87)	157,314.54	171,000.00	(13,685.46)	171,000.00
<u>Reserve Income</u>							
50701 Investment Interest	4,444.49	0.00	4,444.49	14,705.99	0.00	14,705.99	0.00
50702 Accrued Interest	1,506.23	0.00	1,506.23	2,725.75	0.00	2,725.75	0.00
TOTAL Reserve Income	5,950.72	0.00	5,950.72	17,431.74	0.00	17,431.74	0.00
TOTAL Income	5,950.85	42,753.00	(36,802.15)	174,746.28	171,000.00	3,746.28	171,000.00
Expense							
<u>Administrative</u>							
60103 Management Fees	9,000.00	9,000.00	0.00	36,000.00	36,000.00	0.00	36,000.00
60104 Legal Fees	1,400.00	3,750.00	2,350.00	7,199.08	15,000.00	7,800.92	15,000.00
60106 Bank Service Charges	459.14	628.00	168.86	4,460.39	2,500.00	(1,960.39)	2,500.00
60107 Administrative Fees	425.00	0.00	(425.00)	425.00	0.00	(425.00)	0.00
60111 Website	2,523.18	1,875.00	(648.18)	4,826.03	7,500.00	2,673.97	7,500.00
60114 Communication Services	1,279.65	5,503.00	4,223.35	46,734.71	22,000.00	(24,734.71)	22,000.00
60115 Election Expense	3,736.80	1,378.00	(2,358.80)	4,015.00	5,500.00	1,485.00	5,500.00
60118 New Member Recruitment	0.00	1,247.00	1,247.00	911.00	5,000.00	4,089.00	5,000.00
60130 Accounting Services	0.00	628.00	628.00	0.00	2,500.00	2,500.00	2,500.00
60132 Other Expenses	2,175.92	1,247.00	(928.92)	3,888.65	5,000.00	1,111.35	5,000.00
TOTAL Administrative	20,999.69	25,256.00	4,256.31	108,459.86	101,000.00	(7,459.86)	101,000.00
<u>Insurance</u>							
60201 Property & Liability Insurance	0.00	6,253.00	6,253.00	23,135.00	25,000.00	1,865.00	25,000.00
TOTAL Insurance	0.00	6,253.00	6,253.00	23,135.00	25,000.00	1,865.00	25,000.00
TOTAL Expense	20,999.69	31,509.00	10,509.31	131,594.86	126,000.00	(5,594.86)	126,000.00
Excess Revenue / Expense	(15,048.84)	11,244.00	(26,292.84)	43,151.42	45,000.00	(1,848.58)	45,000.00

Areas of Sea Pines POA Focus

Advance Quality of Life for Sea Pines Residential Property Owners

We will concentrate our efforts on tasks within the Areas of Focus outlined below to positively enhance the quality of life for all residential property owners within Sea Pines.

- **Communication and Education**

We will inform our Members as to what the Sea Pines POA is doing within the various work groups and task forces organized by the Board. We provide a forum for listening, learning and sharing information with and for our Members, including the activities and actions of other parties that impact residential property owners (e.g. – Town of Hilton Head, Beaufort County, State of South Carolina, CSA, ARB and The Sea Pines Resort).

- **Monitor Third Party Activities Impacting Sea Pines**

We will monitor comparable communities across the Low Country and beyond, to stay current on best practices and quality of life issues relevant to Sea Pines. We will follow the activities of the Town of Hilton Head, Beaufort County, State of South Carolina, CSA, ARB and The Sea Pines Resort that impact our community in order to identify, as early as possible, issues that may concern our residential property owner Members.

- **Represent Residential Property Owner Priorities and Advocate Outcomes**

We will provide opportunities for our Members to communicate with us at our in-person board meetings, via our web site, via electronic surveys and other means so our Members can share matters that are most important to them. We aggregate Member input and feedback, along with issues and opportunities we as a board see on the horizon, in order to prioritize which matters we undertake. Where appropriate, the Board will publish a public position and/or comment on pressing issues.

- **Build Relationships and Partnerships**

We are open to working with any single community stakeholder or group of stakeholders within Sea Pines where there is a shared commitment to positively impacting the quality of life for the majority of residential property owners within our community.

- **Build Sense of Community and Engagement**

We foster a sense of community in Sea Pines by providing an enlightening monthly newsletter for our Members and by hosting a variety of Member-only events like the Third-Tuesday Speaker Series and our Annual Spring Meeting/Gathering. We also provide a means of communication so our Members can promote events they are conducting that are of interest and importance to fellow Sea Pines POA Members.

Sea Pines POA Board Work Group Descriptions

Executive

The 4 Sea Pines POA board officers will meet, as necessary, to review the strategic direction of the organization and review emerging community issues which arise between board meetings.

Communications

Develop processes and mechanisms to share information and knowledge with Members and, when appropriate, the Sea Pines residential property owner community at large.

Community Events & Engagement

Organize and facilitate social, educational and community building activities for the benefit of Members and, when appropriate, the entire Sea Pines residential property owner community. Develop processes and mechanisms to engage with Members to better understand their concerns and priorities.

Partnerships

Interact with, bring together and maintain strong working relationships with other community organizations and groups that have an impact on the quality of life for residential property owners in Sea Pines.

Membership

Establish and activate a growth plan to increase the Sea Pines residential property owner membership in the Sea Pines POA. Develop and disseminate a Welcome Packet to all new Sea Pines property owners which outlines the important elements of Sea Pines governance and community engagement.

Legal & Third Party Oversight

Identify emerging and pending issues under consideration by the Town, County, State, CSA, ARB, Resort and other commercial interests that might impact Sea Pines or otherwise be of interest to residential property owners in our community at large. As necessary, communicate these issues along with the board's point-of-view to Members.

Business Operations, Finance & Technology

Ensure Members have ready and highly functional access to all the benefits and resources the Sea Pines POA offers, including its website and member management system/directory. Ensure Sea Pines POA resources are wisely managed and that sufficient resources are available to accomplish the goals and objectives of the organization.

Nominating

Identify and invite Members with the skills, energy, and enthusiasm to be candidates for the Sea Pines POA board of directors. Assist all Sea Pines POA work groups in attracting Members to join work groups focused on our quality of life priorities.

SEA PINES PLANTATION DWELLING UNITS (DENSITY) REPORT

Class A Units - Single Family Dwelling Units

Total Lots Remaining	46
Total Homes	<u>3791</u>
Total Class "A"	3837

Class B - Multi-Family Dwelling Units 1974

Uncommitted Dwelling Units 79 *

*79 units assigned to Sea Pines Resort

Total Dwelling Units allowed by Covenant 5890

Class "B" DUs permitted 1974

Class A DUs Under Construction/Permitted 3785

January Permits -	1
February Permits -	0
March Permits-	1
April Permits -	0
May Permits -	1
June Permits -	0
July Permits -	2
August Permits -	0
September Permits -	0
October Permits -	1
November Permits -	0
December Permits -	<u>0</u>
Total Permitted	3791

Improved or under construction 3791

December 31, 2023

ARB Applications for 2023

December

		Year to Date
New SFR (Including New Lots)		14
	1	
	New Lots	3
	0	
	Demo	11
	1	
Additions / Alterations	Major	121
	3	
	Minor	701
	35	
Pools	1	22
Commercial	0	11