



**SEA PINES
PROPERTY OWNERS
ASSOCIATION**

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

Board of Directors Meeting

Videoconference and YouTube Stream

Thursday, November 11, 3:30 p.m.

Executive Session, 3:00 p.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, September 23, 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. Sea Pines POA Hats, etc. Scanlon
11. Adjournment

Recess – Five Minute

Q & A Session – Questions from the Community



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Reference Material Attachments

- ASPPPO/Sea Pines POA Board of Directors Meeting Minutes, September 23, 2021
- ARB Density Report, October 29, 2021
- LUMC Status Report, October 29, 2021

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

Board of Directors Meeting

Thursday, September 23, 2021, 9:00 a.m.

Call to Order

The meeting was called to order by Paula Scanlon, President, at 9:07 a.m. EST.

Establishment of Quorum

Quorum was met.

Board Members present

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

IMC Resort Services representatives

Kathleen Smith, Administrative Executive, Jaclyn Phillips, IMC VP of Administrative Services, Brian Simpson, IMC Director of Accounting

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 Reconvenes – The Board of Directors reconvened at 9:00 a.m. There was no action taken.

Ratify Approval – Board of Directors Meeting Minutes, May 20, 2021

A motion was made by Greg, to support the resolution, “Ratify Approval – Board of Directors Meeting Minutes, May 20, 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, May 20, 2021, as finalized by email”.

President Remarks – President Scanlon

- Paula commented on the loss of Peter Vairo, who was a valuable member of ASPPPO and the LUM Task Force.
- Members to receive a letter with recent completed tasks.
- Operating under DBA Sea Pines Property Owners Association (Sea Pines POA). ASPPPO will remain legal name.
- IMC Resort Services, Inc. has been hired as new management company; current under transition from CSA.
- Updated website: seapinespoa.com
- Help the BOD identify gaps in Sea Pines; survey to be included in upcoming newsletter
- October workshop will discuss priorities & establish 2022 budget

Financial Update – Grover Todd / Brian Simpson, IMC Resort Services, Inc.

- Balance sheet as of YTD/June 30, 2021 was reviewed.

- Total liabilities have decreased and fund balances are healthy and continue to increase.
- Under IMC Resort Services, Inc., the Board will make accounting adjustments to use incoming revenue for next year's expenses.
- Revenue \$178,900; prior year \$131,000. Expenses are up \$14,000 due to legal & professional fees as well as communication services.
- Dues renewal reminder will be sent in October to all Members

ASPPPO Updates

Communications/Website – Greg Thomson

- The website has been updated reflect DBA Sea Pines POA.
- Members are asked to provide email addresses

Membership Committee – Lee Stevens

- ASPPPO welcome gathering was held September 17 via Zoom to welcome all new Sea Pines owners and introduce ASPPPO; Membership events to be held quarterly.

Covenant Reform Task Force – Paul Crunkleton

- First meeting will be held September 27th.

Joint CSA/ASPPPO Land Use Management Committee (LUMC)

- Dana presented Land Use Monitor violations activity since July 1, 2021
- New software being utilized to track violations

CSA Short Term Rental Committee

- Increased traffic and violations due to abundance of short-term rentals over the summer.
- CSA investigating cost burden on the community regarding security, high volume of traffic, etc.

Architectural Review Board (ARB)

- ARB Status Report from January through August 2021 was reviewed.
- ARB committee meets every Tuesday at 2PM and operates out of the CSA building.

Unfinished Business –

No unfinished business to discuss.

New Business

- Ratify Approval – Amendment, Nominating Committee, 2021 - A motion was made by David Ellis to ratify the approval of Greg Thomson as Chair of the Nominating Committee. The motion was seconded and unanimously carried:

“**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”.

- Announcement – Nominating Committee Results, 2021 – Mr. Thomson announced there are (3) seats up for election and (3) candidates running. Candidate bios are posted on the website. Meet the Candidates event to be scheduled for October, date TBD.

Set Date of Record, Election, October 1, 2021

- Mr. Thomson reported Membership must be valid as of October 1, 2021 in order to vote in the election.

Ratify Approval – DBA Sea Pines Property Owners Assoc.

A motion was made by David Ellis, to support the resolution “Ratify Approval – DBA Sea Pines Property Owners Assoc.” The motion was seconded and unanimously carried:

“**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”.

Ratify Approval – Hiring of IMC Resort Services, Inc.

A motion was made by David Ellis, to support the resolution “Ratify Approval – Hiring of IMC Resort Services, Inc.” The motion was seconded and unanimously carried:

“**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”.

Future Board Meeting

President Scanlon announced future Board meetings will begin at 3:30 p.m.

Adjournment –

A motion was made by David Ellis, 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 9:42 a.m. The next regularly scheduled meeting of the ASPPPO Board of Directors, is Thursday, November 11, 2021 at 3:30 p.m., via videoconference.

Respectfully Submitted,
Kathleen Smith
IMC Resort Services, Inc.

SEA PINES PLANTATION DWELLING UNITS (DENSITY) REPORT

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

Class B - Multi-Family Dwelling Units	1989
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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

Total Dwelling Units allowed by Covenant	<u>5890</u>
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January 1, 2015

Class "B" DUs permitted	1989
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Class A DUs Under Construction/Permitted	3766
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January Permits -	2
February Permits -	2
March Permits-	1
April Permits -	2
May Permits -	1
June Permits -	0
July Permits -	1
August Permits -	0
September Permits -	0
October Permits -	0
November Permits -	0
December Permits -	<u>0</u>
Total Permitted	3775

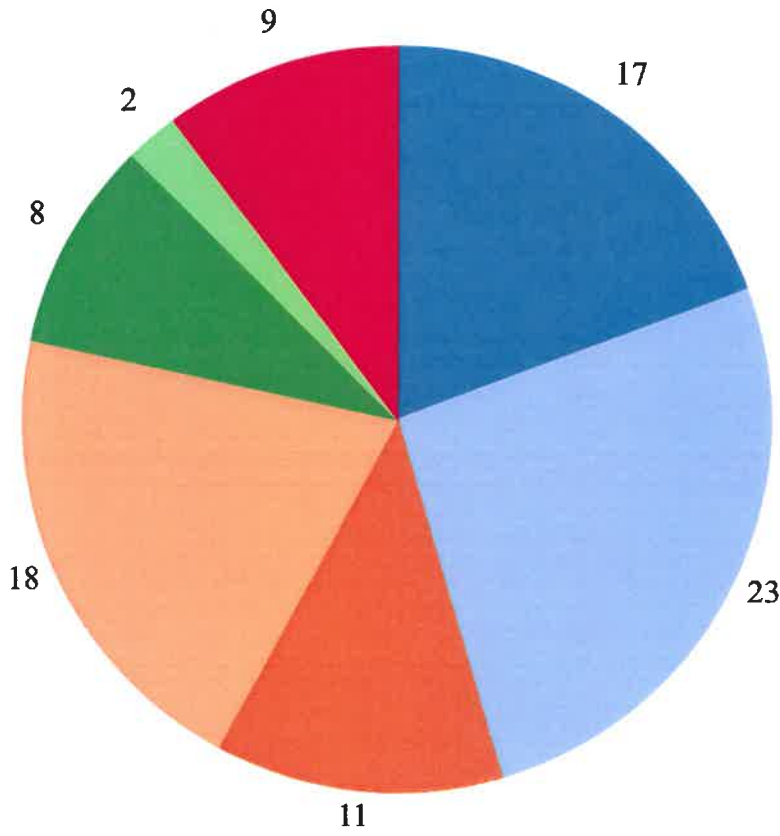
Improved or under construction	3775
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October 29, 2021

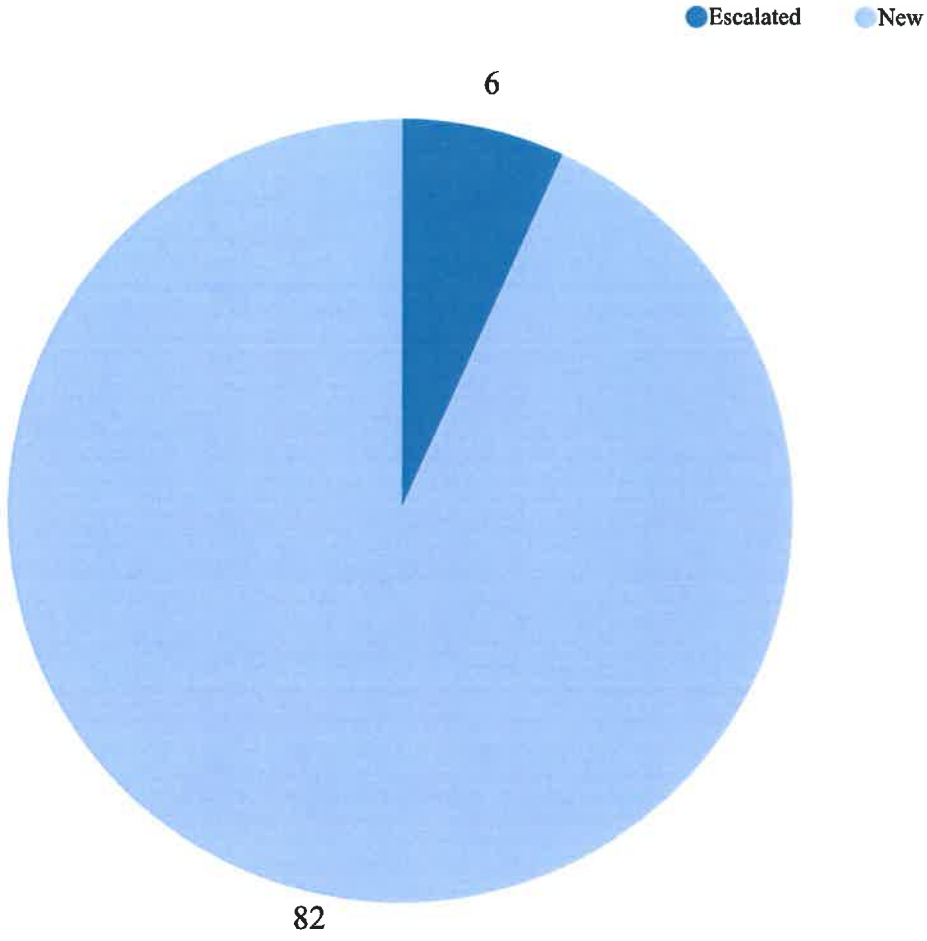
Association Name: Sea Pines
Status Type: Closed, Open, OnHold
Date Range: 09/17/2021 00:00:00 to 10/29/2021 23:59:59

Violation = 88
(by Category)

- Architectural
- Landscaping
- Maintenance
- Unsightly
- Improper Use
- Rubbish and Deb...
- Mailboxes



Violation = 88 (by State)



Sea Pines POA

Balance Sheet

Posted 09/30/2021

Assets

Bank

10100	Operating Checking - AAB	43,467.64
10200	Replacement Reserve - AAB	1,103.22
10201	Morgan Stanley Investments	348,550.07
10202	Morgan Stanley Cash/Cash Equiv.	13,698.73

Total Bank 406,819.66

Prepaid Other

12300	Investment Interest Receivable	2,991.67
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Total Prepaid Other 2,991.67

Total Assets

409,811.33

Liabilities & Equity

Liabilities

20100	A/P Trade	1,095.50
20200	CSA Payable	45,146.05

Total Liabilities 46,241.55

Equity

30100	Retained Earnings	316,136.69
30101	Unrealized Gain/(Loss) M. Stanley Investment	8,778.85
	Current Year Earnings	38,654.24

Total Equity 363,569.78

Total Liabilities & Equity

409,811.33

Sea Pines POA Budget Variance

Posted 7/1/2021 To 9/30/2021 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	1,342.00	0.00	1,342.00	174,090.00	177,000.00	(2,910.00)	177,000.00
50700 Bank Interest	0.74	0.00	0.74	0.74	0.00	0.74	0.00
50900 Other Income	0.00	0.00	0.00	75.00	0.00	75.00	0.00
TOTAL Income	1,342.74	0.00	1,342.74	174,165.74	177,000.00	(2,834.26)	177,000.00
<u>Reserve Income</u>							
50701 Investment Interest	3,150.13	2,499.00	651.13	9,446.03	8,330.00	1,116.03	10,000.00
50702 Accrued Interest	(1,960.15)	0.00	(1,960.15)	(433.18)	0.00	(433.18)	0.00
TOTAL Reserve Income	1,189.98	2,499.00	(1,309.02)	9,012.85	8,330.00	682.85	10,000.00
TOTAL Income	2,532.72	2,499.00	33.72	183,178.59	185,330.00	(2,151.41)	187,000.00
Expense							
<u>Administrative</u>							
60100 Land Use Monitor	9,007.23	9,999.00	991.77	26,473.44	33,330.00	6,856.56	40,000.00
60103 Management Fees	5,000.00	0.00	(5,000.00)	5,000.00	0.00	(5,000.00)	0.00
60104 Legal Fees	16,673.82	2,499.00	(14,174.82)	32,546.05	8,330.00	(24,216.05)	10,000.00
60105 CSA Service Fee	1,450.00	4,749.00	3,299.00	10,942.15	15,830.00	4,887.85	19,000.00
60106 Bank Service Charges	121.50	1,500.00	1,378.50	9,109.50	5,000.00	(4,109.50)	6,000.00
60108 Rent	0.00	0.00	0.00	1,825.00	0.00	(1,825.00)	0.00
60110 Technology Services	54.00	0.00	(54.00)	378.00	0.00	(378.00)	0.00
60111 Website	6,129.64	4,500.00	(1,629.64)	8,228.64	15,000.00	6,771.36	18,000.00
60112 Annual Meetings	0.00	1,251.00	1,251.00	3,624.65	4,170.00	545.35	5,000.00
60113 Board Functions	0.00	0.00	0.00	165.35	0.00	(165.35)	0.00
60114 Communication Services	(694.75)	2,250.00	2,944.75	11,271.58	7,500.00	(3,771.58)	9,000.00
60115 Election Expense	0.00	3,000.00	3,000.00	0.00	10,000.00	10,000.00	12,000.00
60116 Community Events	0.00	1,251.00	1,251.00	0.00	4,170.00	4,170.00	5,000.00
60117 Brand Re-Launch	750.00	0.00	(750.00)	750.00	0.00	(750.00)	0.00
60130 Accounting Services	0.00	501.00	501.00	0.00	1,670.00	1,670.00	2,000.00
60132 Other Expenses	0.00	1,500.00	1,500.00	0.00	5,000.00	5,000.00	6,000.00
TOTAL Administrative	38,491.44	33,000.00	(5,491.44)	110,314.36	110,000.00	(314.36)	132,000.00
<u>Insurance</u>							
60201 Property & Liability Insur	0.00	6,000.00	6,000.00	10,066.50	20,000.00	9,933.50	24,000.00
60202 Workers Compensation	0.00	0.00	0.00	88.00	0.00	(88.00)	0.00
60203 Unemployment	0.00	0.00	0.00	15.49	0.00	(15.49)	0.00
60205 Director & Officer Insurar	24,040.00	0.00	(24,040.00)	24,040.00	0.00	(24,040.00)	0.00
TOTAL Insurance	24,040.00	6,000.00	(18,040.00)	34,209.99	20,000.00	(14,209.99)	24,000.00
TOTAL Expense	62,531.44	39,000.00	(23,531.44)	144,524.35	130,000.00	(14,524.35)	156,000.00
Excess Revenue / Expense	(59,998.72)	(36,501.00)	(23,497.72)	38,654.24	55,330.00	(16,675.76)	31,000.00

Budget Standard
Sea Pines POA
Budget 1/1/22-12/31/22

Date: 1/1/2022 - 12/31/2022

Operating

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
INCOME													
50100 Membership Dues	43,500	0	0	43,500	0	0	43,500	0	0	43,500	0	0	174,000
50900 Other Income	42	42	42	42	42	42	42	42	42	42	42	38	500
	43,542	42	42	43,542	42	42	43,542	42	42	43,542	42	38	174,500
EXPENSE													
60103 Management Fees	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,913	35,000
60104 Legal Fees	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,913	35,000
60106 Bank Service Charge	208	208	208	208	208	208	208	208	208	208	208	212	2,500
60111 Website	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
60114 Communication Serv	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	2,250	27,000
60118 New Member Recruit	167	167	167	167	167	167	167	167	167	167	167	163	2,000
60130 Accounting Services	42	42	42	42	42	42	42	42	42	42	42	38	500
60132 Other Expenses	417	417	417	417	417	417	417	417	417	417	417	413	5,000
60201 Property & Liability In	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
	12,668	12,668	12,668	12,668	12,668	12,668	12,668	12,668	12,668	12,668	12,668	12,652	152,000
Net Income/(Loss)	30,874.00	(12,626.00)	(12,626.00)	30,874.00	(12,626.00)	(12,626.00)	30,874.00	(12,626.00)	(12,626.00)	30,874.00	(12,626.00)	(12,614.00)	22,500.00

Income: 174,500

Expense: 152,000

Total: 22,500