

**LITCHFIELD BY THE SEA COMMUNITY ASSOCIATION, INC.**  
REGULAR MEETING OF THE BOARD OF DIRECTORS

Friday, August 17, 2018

Pursuant to call, a Board Meeting of the Litchfield By The Sea Community Association, Inc. (LBTS) was held on Friday, August 17, 2018 beginning at 2:00 pm at the LBTS Beach House, Pawleys Island, SC.

Board Members in Attendance:

- Bob Postiglione, President
- Bill McElroy, Vice President
- Daisy Davis, Secretary
- Carroll Player, Treasurer
- Vic Figlar, Director
- Royce King, Director
- Tom Leis, Director
- Virginia Paccadolmi, Director

Waccamaw Management:

- Lisa Hergenrother, Community Association Manager
- Nick Paolozzi, Community Specialist

**Call to Order**

Mr. Postiglione called the meeting to order at 2:00 pm. He then introduced the Board of Directors and established a quorum.

**Financial Report**

Mr. Player reviewed the six month financial report through June 30, 2018.

**Security Report**

Mr. Leis reviewed over the security report and noted that there are no major issues.

- There is a small issue regarding the proper use of barcodes, barcodes on plexiglass and scan passes. Barcodes should be permanently installed on a car window, some people are violating the terms regarding barcodes on plexiglass. These should not be shared with friends and family. Scan passes can be issued for up to 30 days, there are a number of owners who continually renew these passes but we cannot know for sure whether or not they are violating any rules.

**Presidents Report**

Mr. Postiglione noted that the primary purpose of the Board is to keep up with the infrastructure (roads, sidewalks, buildings, etc.) of LBTS.

- Many items are beginning to reach the end of their life expectancy.

- The Board is looking for ways to save money in the operating budget but there really is not much room to do so.
- Reserve funding is currently the biggest line item in the budget. There have been discussions and reviews regarding this item.
- The reserve study is being reviewed to make sure it is as accurate as possible. This will be made public once it is complete. Funds for reserve expenses will need to increase in the future to meet the association's necessary obligations.
- Mr. Postiglione noted that HOA dues will rise by 6% in 2019.
- Per Article V, section 4 of the governing documents, there will also be a special assessment of no more than 10% of annual dues in 2019. The special assessment will help fund capital projects and reserves. This assessment alone will raise approximately \$250,000 in 2019 and all planned project will be completed in the year of 2019.

### **Owner's Q & A**

New owner is wondering where correspondence comes from, she has only received one email so far.

- Emails come from Waccamaw Management, not many have been sent out lately. The website is always kept up to date as well.

Are the scan pass policies remaining the same?

- Yes, there are only a handful of people who continue to reissue passes month after month. We cannot be sure that they are even violating the rule but if they are there is no need to punish everyone else as well.

Are owners who continue to renew 30 day passes giving/selling them to other locals and what is being done about this?

- We cannot know for sure what is being done with those passes. The passes and privileges cannot be taken away from those owners based on speculation; they will have to be caught.
- Some owners doubt that these people are having guests here for that long/that regularly.

Owner said she overheard someone talking about having a one year pass.

- This is not possible; the maximum amount of days that the system allows for is 30.
- Owner thinks that scan passes are being given to locals who are not guests at LBTS so that they have access to the beach.

Owner would like to see the maximum days for scan passes go down to 7 days.

- This will ultimately cost more money as more scan passes will have to be printed.
- Owner suggested putting plate numbers on the passes.

Discussion regarding the possibility of owners selling passes to locals. This is not the intent of guest passes but the only way to catch such activity is for owners to report these actions. If owners speak up when they hear something then violators can be caught and their privileges can be revoked.

Don't we know who the passes are going to?

- Yes, but we cannot determine whether or not the rules are being violated even when owners get repeat scan passes. They could very well be having guests each month.
- It is very hard to police whether or not someone has a guest and the proper use of scan passes.

Owners are concerned about not being able to find parking when they visit the beach.

- Only about 1% of LBTS owners are getting repeat passes, the parking is not being taken up by them alone. Tourism in this area is increasing and that is why the parking lots are full.

Owner was verbally assaulted one evening after confronting kids who were vandalizing the bathroom. The kids ran when she called security and a couple who saw this began to verbally attack her. Security came and deescalated the situation.

- In the future just call security when there is an issue, do not let the people causing the issue know that you are doing this. LBTS is a limited access property, with unarmed security staff/guards. When owners see an illegal or threatening situation, it is best to call law enforcement professionals.

The same owner had shoes stolen and car vandalized -when reported to security nothing was done. Car was later vandalized again and this time security did file a report. Will cameras be installed?

- When security does not respond properly please contact Waccamaw Management to report this. At this time there will not be cameras installed as there have not been very many incidents.

Owner would like the light above the ladies room stairs fixed.

- Noted, this will be done.

## **New Business**

### **Approval of Minutes**

Upon a motion made by Mr. McElroy, seconded by Mr. King and approved with no objections, it was:

MOVED: To approve the minutes for the March 2018 Board Meeting and the June 2018 Organizational Meeting.

### **Approval of 2019 Budget**

Upon a motion made by Mr. McElroy, seconded by Mr. King and approved with no objections, it was:

MOVED: To approve the 2019 budget, raise 2019 dues by 6% and special assess the membership no more than 10% of 2019 dues.

### **Approval of LBTS Committee Assignments**

Upon a motion made by Mr. Player, seconded by Ms. Paccadolmi and approved with no objections, it was:

MOVED: Approve the Committee Assignments for 2018 – 2019 and post them on the Litchfield by the Sea website.

### **Approval of Cell Device on Beach House**

Upon a motion made by Mr. Player, seconded by Mr. Leis and approved with no objections, it was:

MOVED: Pending legal review by association counsel, to approve the install of the cell device. (This is a military antenna which is being paid for and installed by the government not LBTS. They are being installed all along the coast.)

### **Approval of Standard River Club Mailbox**

Upon a motion made by Mr. Leis, seconded by Mr. Player and approved with no objections, it was:

MOVED: To approve standard River Club mailbox. (When something is changed in River Club it needs to be approved by LBTS. There is not currently a standard mailbox but it was in the CCRs. This will be done over time, as mailboxes get replaced or as homes sell the standard mailbox will be installed.)

Owner asked if there will be a separate coupon for the special assessment.

- Yes, this will not be auto drafted.

Owner asked about bulk cable options that certain communities are receiving.

- This is something that each individual community within LBTS can look into. LBTS as a whole had a different option for basic cable which is opt-in/opt-out. If individual community enters into a bulk program it would require 100% participation.

### **Adjournment**

Upon a motion made by Ms. Davis, seconded by Mr. Player and approved with no objections, it was:

MOVED: To adjourn the meeting at 2:52 pm.

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