

# SOUTH ISLAND PLANTATION ASSOCIATION, INC.

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REGULAR MEETING OF THE BOARD OF DIRECTORS  
Friday, February 2, 2018

Pursuant to call, a Regular Meeting of the South Island Plantation Association, Inc. was held on Wednesday, February 2, 2018 commencing at 2:00 pm at Waccamaw Management, Pawleys Island, SC.

Via Conference: Jeffrey Pelham  
Sel Hemingway  
Kevin Dopf  
Randy Jarvis-Botz  
Mike Gintoli

Waccamaw Management: Nikki Baker, Community Association Manager  
Nick Paolozzi, Community Specialist

## **Call to Order**

Chairman Jeffrey Pelham called the meeting to order at 2:05 pm and established a quorum.

Brief discussion regarding obtaining internet service at the clubhouse. Waccamaw Management will reach out to a few companies for quotes.

## **Old Business**

Discussion regarding the storage area rental to David Gantt. The Board reviewed over the terms of the contract including improvements to be made by the tenant, the length of the contract, owner access and monthly rent.

Upon a motion made by Jeff Pelham, seconded by Kevin Dopf and approved with no objections, it was:

MOVED: Approve the terms of the lease as mentioned above. Monthly rent to be \$495.00 with the first two months free and a 3% annual increase in rent.

Discussion regarding a reimbursement to be paid to Teddy Dowling for fixing the pothole. Randy informed Teddy that this would have to be approved by the Board. Nikki is awaiting a statement showing the cost of the repairs.

Brief discussion regarding the fire department terms for the dock and the requirement for fire extinguishers.

Electric Panels-

Upon a motion made by Jeff Pelham, seconded by Kevin Dopf and approved with no objections, it was:

MOVED: Approved to cover electrical panels on the dock to clear fire code violation.

Discussion regarding Directors and Officers and Crime insurance policies. Insurance provider is offering to extend the mentioned policies until June 30, 2018 so that the annual renewal will occur at the same time as the other policies.

Upon a motion made by Jeff Pelham, seconded by Kevin Dopf and approved with no objections, it was:

MOVED: To extend the policies mentioned above as long as the rates remain the same.

Discussion regarding the assignment of developer rights.

Upon a motion made by Jeff Pelham, seconded by Kevin Dopf and approved with no objections, it was:

MOVED: To accept the assignment.

Discussion regarding the guard house water loss.

Jeff Pelham made a motion which was seconded by Kevin Dopf to pay for the mitigation and start repairing the guard house with a limit of \$4,500. Discussion continued, Randy Jarvis-Botz proposed to leave the guard house unrepaired as the money could be used for other projects. The Board will also table replacing the HVAC unit for the guard house.

Jeff Pelham amended his motion to only pay for the mitigation, up to \$1,700, which has already been done. With no objections this motion was:

MOVED: To pay for mitigation of the guard house up to \$1,700.

The timer for the porch lights needs to be adjusted so the lights are on from 6pm to 10pm.

Discussion regarding Kim Pavao and Rivertown Management. Randy met with Kim a few days prior to this meeting to discuss South Islands Plantation's plans in regards to the clubhouse rentals moving forward. Randy mentioned that Kim only wanted to discuss situation that happened in the past rather than discussing plans to move forward.

The Board has decided that it would be best to end the relationship with Kim Pavao and her company Rivertown Management. Waccamaw Management, Board of Directors and Association Attorney will need to review over contract with Rivertown Management, individual event contracts, deposit money held with Rivertown Management and potential South Island Plantation liability. Nikki will send contract, which is unsigned, to Elizabeth Saraniti to determine the proper way to end the relationship and how to request the \$9,000 of deposits from Kim.

Nikki will be the main point of contact with Kim Pavao from now until the relationship is terminated. Nikki will inform Kim that she is not to schedule any more events moving forward. All clients who currently have contracts in place will still be able to hold their event.

### **Maintenance Issues**

Randy would like to be able to move forward on certain maintenance issues now rather than waiting until the next Board Meeting in April. Jeff informed Randy that random projects will not be approved until bids/quotes are gathered and a prioritized list is set in place so that the Board can be sure what items fit in the budget. Jeff noted that most items will fall under the operating budget not the reserve funds as they involve cleaning up the community.

The main project that needs to be completed is repairing the dock, this is an item that will fall under the reserve funds. One contractor needs to complete a scope of work, which needs to be approved by the Board and sent out for multiple bids as this is a large project. Randy believes he has an adequate scope of work which he will forward to the rest of the Board for review.

Further discussion led to Sel reiterating that the Board needs to focus on organizing and prioritizing a list of items complete with quotes in order to determine what projects can and should be done around the community. The Board has agreed that lately they have all be inundated with emails attempting to do business on new items without any organization or priority. The Board agrees it would be best to end this meeting and hold another meeting in a few weeks. Prior to the next meeting everyone who would like to present projects should be fully prepared with a list of items that can be voted on for approval. If items are not prepared with quotes there will be no meeting, there is no reason to hold a meeting if things aren't fully prepared as that will just led to more items being tabled. The Board has also agreed that they will not attempt to conduct new business not previously discussed via email.

The first main item to be discussed in the next meeting will be the dock repairs. A full scope of work should be ready for the Boards approval. After a scope of work a list of items that were previously tabled will be discussed, all details should be planned out and ready to vote on. Jeff will put together an agenda which will include items that Board Members should have prepared for discussion.

The next meeting will be held via conference call on February 22<sup>nd</sup> at 2:00 pm.

### **Adjournment**

With no other business to come before the Board Jeff Pelham made a motion to adjourn at 3:11 pm.

\_\_\_\_\_Jeffrey Pelham\_\_\_\_\_