

**Shipyards Plantation
Board of Directors
Minutes**

Present Members: Mr. Elwood Bish, Mr. John Bopp, Mr. Bob Brown, Mr. Bill Devine, Mr. Bob Holmes, Mr. Kevin McMahon, Mr. Tim Lucas, Mr. Joe Murray, Mr. Rick Pfannenschmidt, Mr. Karl Sneed, Mr. Stan Snell, Mr. Jay Wiendl

Absent Members: Mr. Richard Jaynes, Mr. John Kzenovitz, Ms. Kim Lutian, Mr. Donald Manak, Mr. Ken McNeerney, Mr. Joe Nahman, Ms. Susan Roman, Mr. Gunther Schramm, Mr. Michael Toland, Mr. Jim Winner

Present Staff: Mrs. Sally Warren and Mrs. Meredith Simmons

Others Present: Mr. Tom Dunn, Chief Lavarn Lucas

Date: June 20, 2013

1. Roll Call

The meeting was called to order at 4:00 p.m.

2. Review of Prior Minutes

The minutes of the prior meeting were reviewed and approved as written.

3. Fire & Rescue Presentation-Chief Lavarn Lucas & Mr. Tom Dunn

Chief Lucas and Mr. Dunn addressed the group regarding disaster evacuation and recovery guidelines for 2013, followed by a year-in-review presentation on the Town's fire and rescue activity for 2012. The fire and rescue review included statistics and updates on divisional reports, support services, and emergency management. Chief Lucas and Mr. Dunn then entertained various questions from the group.

4. Financial Report

Mrs. Warren reported that income for the first five months was strong due to decal and beach club revenue and enhancement fee income. She reported that the total receivable as of May 31st was \$23,041.46, which indicates that only 1% have yet to pay their assessment. It was noted that this is one of the lowest percentages ever experienced for the month of May. She went on to report that security expenses were on target through May, with bids out on health insurance renewal. She reported that landscape costs were 96% of the budgeted amount for the first five months. She reported that general administration costs are on budget for with high public relations costs from the spring picnic and some additional ARB costs for design work on the AC systems. She stated that general maintenance is under budget by \$2,724.24, as there were minimal paving repairs completed to date and that Beach Club expenses were under budget due to some labor savings. In closing, she stated that Enhancement Fee income through May was \$46,077.00, which is on target with the prior year.