



**Board of Directors**  
**Meeting Minutes**

**Present Members:** Amy Ashton, Tamra Avrit, Brad Thomson, Dennis Foley, Richard Grimm, Robert Heim, Justin Jachimowicz, Richard Jaynes, Lauren Johnson, Wayne Kearney, Donald Manak, Kevin McMahon, Robert Moonen, Jerry Pecoraro, Fred Reichenbach, Karl Sneed & Joe Strivieri

**Absent Members:** Tracey Blanken-Zeller, Gina Ladouceur, Kim Lutian, Raffael Ormeggio, Adriaan Radder, Herbert Whildin, Mark White & Bethany Wilkinson

**Present Staff:** Meredith Elmore, Lawrence Alexander & Katelyn Coward

**Date:** April 20<sup>th</sup>, 2023

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**I. Roll Call**

The meeting was called to order at 10:26 am. A quorum was established.

**II. Review of Prior Minutes**

The minutes of the prior March meeting were reviewed and approved as written. Mr. Manak made a motion to approve. Mr. Sneed seconded the motion. Motion passed.

**III. Financial Report**

Dr. Elmore reported income through March was \$260,444.04 ahead of budget as a result of strong decal revenue and \$73,760.00 of Enhancement Income in the first quarter. As discussed in 2022, there were increases to the access fee and decal line items due to projected increases stemming from the Short-Term Rental Access Policy (STRP). Related income is trending as expected YTD. There is a higher than expected variance in Rental Access income, but that is only due to a returned check issue that has since been rectified. It will be reflected in the 4/30/23 report. She reported the total receivable through March was <4% of the total billing, which is typical for this time of year. However, late notices were forwarded recently, and accounting noted that several payments have come in for April since this report. So, we are definitely tracking in the right direction. She reported Security expenses through March were 5% below budget, largely due to brief openings on the security team. We are fully staffed as of 4/17/23, so this will reduce as we absorb onboarding for newer team members and minimal seasonal overtime. Printing and postage are over budget for the first quarter, but that is only due to decal and hangtag purchases for the year. This should balance out over the next three quarters. Uniforms are also slightly over, but this was expected with outfitting new team members as of late. She reported landscaping costs through March were under budget by <1%. Other grounds were slightly over due to costs associated with mulch and pine straw work in the late winter/early spring. She reported General Administration costs through the first quarter were <1% under budget. There will be charges reflected in April due to Annual Meeting expenses in March. This is typical and will level off through year-end. Further, costs for annual CAI training will also be expensed in April. She reported Beach Club expenses through March were 3% under budget. Minor Beach Club maintenance and supply costs were incurred due to spring projects, and some additional work will also



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be expensed in April and May. The majority of any major work in the Beach Club was absorbed by insurance payments, but there will be a minor expense in April to cover the excess floor replacement as previously discussed. She reported Enhancement Free income through the first quarter was \$73,670.00. This is still a relatively strong number considering, yet slightly behind PY. She also noted, as discussed with the Officers, that we did renew the POA's annual insurance and experienced an 8.5% increase. This is minimal compared to other area communities, which is largely due to low claims history for fiscal 3/23/22 – 3/22/23.

## IV. New Business

### A. Owners Gate

Dr. Elmore reported over 750 responses were submitted from homeowners interested in participating in an owners gate. She received a quote from Custom Security Company for the owners gate that included the cost of RFID tags, database, and installation. Brief discussion followed. Mr. Strivieri made a motion to approve the owners gate with an RFID tag price of \$45.00 per vehicle and a maximum of three tags per property. Mrs. Avrit seconded the motion. Mr. Reichenbach was opposed. Motion passed.

### B. The Bank

Dr. Elmore reported The Bank's opening date is June 6<sup>th</sup> at 11:00 am. She stated that she was notified regarding damage to SPOA's irrigation system caused by The Bank's contractor. It was noted that the contractor has been contacted and is reimbursing SPOA for the damaged amount. She also notated a meeting has been set with The Bank's owner, the Town of Hilton Head, and SPOA regarding the property lines between the properties and the current site condition.

### C. Committee Appointments

Dr. Elmore announced the 2023 – 2024 Committee Appointments have been selected. Mr. Pecoraro made a motion to approve the Committee Appointments. Mr. Heim seconded the motion. Motion passed. Mrs. Avrit made a suggestion to add the appointments to the Shipyard Website, as well as the members that represent each committee.

### D. Rules of Conduct

Dr. Elmore announced that the Board of Directors Code of Ethics needs to be signed and returned by each member.

### E. Distribution of Documents

Dr. Elmore announced additional documents have been attached to today's packet including: the Board of Directors Roster, *Shipyard Standards*, Short-Term Rental Access Policy, and the POA Covenants.

## V. Adjournment

Prior to adjournment, Dr. Elmore was asked for clarification of SPOA's Short-Term Rental policy versus the Town Ordinance, specifically as to which supersedes the other.



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She responded all homeowners must adhere to the related rules implemented by the Town and SPOA, as well as any regime rules that have been set for the individual properties. Brief discussion followed.

Mr. Kearney inquired if the speed limit change near the circle will be changed back to 25 mph and in the future to be notified of any temporary changes. Dr. Elmore noted that the change in speed zones was a temporary placement due to a vehicle damaging signage, but the speed zones are being corrected with completion by the end of the week.

Mrs. Avrit inquired about bush hogging on vacant lots throughout Shipyard. Dr. Elmore responded Community Standards would be looking into this matter at the next set meeting, along with evaluating the lots that need notice.

Several Board members inquired about non-conforming vehicles and what is/is not allowed on the property. It has been noted that several Board members have observed a golf cart at a homeowner's property that is driven on SPOA roads and sidewalks. Brief discussion followed. Mr. Sneed made a motion for the Security Committee to study/research non-conforming electric vehicles and consult SPOA's insurance agent. Mr. Reichenbach seconded the motion. Motion passed.

There being no further business, the meeting was adjourned at 11:34 a.m.

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Joe Strivieri, Secretary