

**FRIPP ISLAND PROPERTY OWNERS ASSOCIATION BOARD MEETING  
MINUTES  
September 19, 2009**

**PRESENT:** Messrs. Mathews, Davidson, Crouse, Duncan, & Morrison; Mrs. McCormick and Mrs. Merrill. Mr. Case by phone.

**ABSENT:** Messrs. DiSerafino and Hess

**1) Call to Order and Determine Presence of a Quorum of Directors:** President Mathews called the meeting to order at 8:00 am. There was a quorum present.

**2) Approval of August 8, 2009 Meeting Minutes:** The minutes were approved as presented.

**3) Discussion of Matters Deferred to this Meeting:**

**Resolution 522 – REVISED** - Purchase New Safe

**Proposed Resolution:** That the Board of Directors approves funds not to exceed \$707.27 for purchase and installation of a high capacity safe for 225 Tarpon Boulevard.

**Discussion:** Following the first reading on August 8, 2009, the agenda item is presented today for second reading. We now have a new source who is a property owner who can get us the same safe for a lower price. There are no other changes.

**Motion:** Motion made and seconded to approve as presented. Motion approved.

**Resolution 523 – REVISED** – That the Board of Directors approves funds not to exceed \$700.00 for inspection and main drain test on the sprinkler system at 225 Tarpon Boulevard.

**Discussion:** Following the first reading on August 8, 2009, the revised agenda item is presented today for second reading. Additional research indicates we currently need only perform the main drain test on the sprinkler system on a quarterly basis. Corrections to placement of lighting fixtures and sprinkler heads were strongly suggested by the original contractor but not absolutely necessary at this time. A new contractor was found to sign off on only the required drain test of the riser. Cost per quarter is \$350 or \$700 this calendar year. Costs will come from the Project Expense Budget.

**Motion:** Motion made and seconded to approve as presented. Motion approved.

**4) General Manager's Report**

**The Beach Tent Committee** members are Buck Mathews, Bob Davidson, Janie Lackman, Cindy White, Paul Cuffe and Collings Strickland. The first meeting is in the process of being scheduled.

**Tarpon Boulevard Bridge accident update:** We are awaiting bid opening for the contract which is scheduled for September 25<sup>th</sup>. After that, we will know when the winning contractor can start. The insurance carrier for the driver has instructed us to go ahead with all necessary repairs, and we will subrogate the claim after the work is complete.

Mrs. Hines noted she and Mrs. Reeves had just returned from the CAI Large-Scale Manager's Workshop in Sandestin, Florida. They found new ideas for ways to pursue collections of assessments and also heard some interesting ideas regarding strategic planning. Another seminar concerned insurance coverages and our agent has assured us that the POA has everything we need.

One seminar concerned Policy Governance®, an integrated board leadership paradigm created by Dr. John Carver. The workshop also provided an opportunity to exchange ideas with the other 100 managers to see how each manages their communities.

**ARB:** The following permits have been issued: one new home construction, seven paint, 19 maintenance and repair, one home addition, one tree removal, and five new roofs. Although we have received petitions from property owners regarding the potential dock on Capers Creek, the ARB has not yet received an application for it and cannot take action until it does so

## **Financial:**

- 2009 Assessments: to date we have received 98% or \$1,629,000 and \$213,500 in Road and Bridge Funds. We mailed 27 late notices on September 1<sup>st</sup>, and released one of 17 liens in August.
- General Fund: \$931,700; Cash reserves of \$1,852,000 including investments adjusted for market value; Deposits for Right of Entry \$188,000, ARB Bond Deposits - \$91,000.
- Accounts receivable for 2009 including unpaid assessments are \$23,000. We are at 101% of budget for revenue and 75% of expense.
- There were two property transfers in August.
- The Finance Committee met 9/15/09. We again discussed switching banks. The Committee's recommendation to move POA Funds to Alliance Association Financial Services is in Resolution 526.

The Committee reviewed the 2010 budget and made some changes. The budget books are ready today and will be mailed to those not on island.

**Grounds:** The committee met September 16<sup>th</sup> and reviewed the plan for the balance of this year's beautification budget. The focus will be along River Club wall which will receive many dwarf oleander and have five scrub palmettos removed that are impinging on magnolias and other important trees. The old juniper will be removed as will the wax myrtle, which will be replaced with viburnum. Croton and aurora juniper will be used to fill areas where the vinca has been removed.

**Lakes:** We had big fish kill on Sunday, August 29<sup>th</sup>. The Earthworx crew had everything cleaned up by 6:00 pm. As is typical of a fishkill, a number of factors could have been involved – low oxygen seems to be the most likely culprit this time.

**Parking:** The committee had flags erected at Whiting and the area off Tarpon near crossover 22 to mark where the FIPOA right of way actually is. There are no current plans to reclaim those areas from where homeowners have planted gardens or built driveways.

**Roads & Drainage:** REA finally started grading the gravel roads on September 1<sup>st</sup>. They had to pull off on the 10<sup>th</sup>, but got rained out Sept. 18<sup>th</sup> before they even got started. They should be back to finish starting Sept. 28<sup>th</sup>.

**Security:** The Committee met August 14<sup>th</sup>. The July statistics were reviewed showing a large increase in vehicle volume and vandalism. There was also a second theft of a lawnmower. The committee discussed increasing patrols at night and moving officer assignments around to cover this.

Re-instituting a Community Watch was discussed again, but the Chief said it's only warranted at hours when no homeowner would want to patrol. Most crimes occur in the dead of night.

The committee decided to look at adding temporary officers in the 2010 season for day patrol of parking and the beach to free up the SLED qualified officers for other jobs. The 2010 proposed budget reflects this and splitting shifts for evening patrol.

The Security Committee met again September 14<sup>th</sup> to review the budget. There was one change to what had been proposed – a reduction in expenditure for printing. The sheriff's department made arrest two arrests for lawnmower thefts elsewhere in northern Beaufort County, but they have not been connected to the ones here on Fripp.

A driver's license reader will be purchased for the gate. In the interim, all employees arriving between 7:00 pm and 7:00 am will have their information logged in by hand.

**Trawler:** The first fully online version of The Trawler was posted on September 16<sup>th</sup>. We have heard glowing reports about how it looks from most people, but a few have had a tough time opening it. We are trying to find a way to make it open more quickly.

**Club Advisory Board:** Signs have been placed on the golf courses stating that golfers only are allowed. The Resort has given Security authority to write tickets for rules broken on the golf course.

The amenity card program was discussed and a non-standing committee chaired by PJ Fineis has now been formed.

**PSD:** Met September 3<sup>rd</sup> and reviewed actions regarding the GO bond process for the major repairs to the Inlet Bridge. The third and final reading at Beaufort County was held on August 10<sup>th</sup>. Bids have now been received and opened. Proposals will be reviewed with the engineer next week. The Commission will award the contract on October 14<sup>th</sup>, possibly sooner. Commissioner Parks noted that as soon as the bid is awarded, they will put the bank financing out for bid. Manager Ernie Wilson has been appointed as the agent for the loan process.

The following resolution was approved without a meeting and is presented for information only:

**Resolution 524** – Action without a Meeting August 14, 2009 - Engineering Services for Repair to Tarpon Boulevard Bridge

**Proposed Resolution:** That the Board of Directors approves repair of the Tarpon Boulevard Bridge.

**Discussion:** On August 2<sup>nd</sup>, the Tarpon Blvd. Bridge guardrail was struck by a driver resulting in extensive damage. Wilbur Smith Associates (WSA) inspected the damage and made summary findings of \$5,000. Additionally, their estimates for repair should be around \$20,000, with other costs amounting to \$9,032. The driver's insurance carrier has directed FIPOA to perform the necessary repairs as soon as possible and to forward all receipts/invoices once the repairs have been made.

**Resolution 525** – Lease a Wide Format Printer and Scanner for ARB Operations

**Proposed Resolution:** That the Board of Directors approves signing a 60-month lease agreement for the W3600 wide format/printer/scanner.

**Discussion:** The wide-format printer (FW760) inherited from the Fripp Island Resort does not have the capability to scan and store electronically. A new maintenance contract would cost \$380 per quarter. The W3600 can scan larger documents and plats into electronic files as well as receive house plans and plats electronically. The 60-month lease and maintenance agreement is \$485 a month. 2009 Project expense costs are \$2800.

**Action:** Presented for first reading; second reading in October.

**Resolution 526** – Move FIPOA Funds from Bank of America to Alliance Association Financial Services

**Proposed Resolution:** That the Board of Directors approves the proposed resolution to move FIPOA funds which are now at Bank of America (BOA) to Alliance Association Financial Services (AAFS).

**Discussion:** The FIPOA has been banking with BOA for many years. Analysis fees have been increasing with no extra services to show for it and FDIC insurance was limited. The Finance Committee has been researching the safest place to move our funds while earning the highest interest possible. Four banking institutions were looked at and Alliance (AAFS) had the best rates with full FDIC coverage. They will provide a remote capture system and lockbox services free of charge and absorb our fees for payroll services for at least the first year. We will also switch to a third-party billing service (paid for by Alliance) so that POA staff will be less burdened processing, mailing, and opening statements. One account will need to be maintained at BOA for cash deposits. The Finance Committee recommends that this resolution be approved. We have to make this move by October 1<sup>st</sup>, so it must be approved today.

**Action:** Motion made and seconded to vote on this resolution today. Motion approved.

**Final Action:** Motion made and seconded to approve Resolution 526 as presented. Motion approved.

**5) Committee/Other Reports:** None.

**6) Comments and Questions from Members:** None.

**7) Statement of Matters Deferred to October Meeting:**

Resolution #525: Lease a Wide Format Printer and Scanner for ARB Operations

**8) Next Meeting:** The next meeting will be held Saturday, October 10 at 9:00 am in the POA Boardroom.

**9) Adjourn:** The meeting was adjourned at 8:45 am.

Respectfully submitted,

*David Case, Secretary*

\*Minutes are not the official record of proceedings until the Board of Directors has approved them at the following meeting. Please hold this draft until you pick up the next meeting's draft that will contain corrections as made and approved by the Board.

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