

South Hampton Property Owners Association, Inc.

Meeting of the Board of Directors

Friday, May 28, 2021

Pursuant to call, the meeting of the Board of directors of the South Hampton Property Owners Association, Inc. was held on May 28, 2021, at South Hampton Lobby Meeting Room located at 9820 Queensway Blvd., Myrtle Beach, SC 29572 and by Zoom Video Conference.

- 1. Call to Order:** The meeting was called to order at 9:01AM on May 28, 2021.
- 2. Roll Call:**

Present at meeting: Tom Leonti, Robert Jones, Hank Cigolle. Attending by zoom were Jerry Noel and Chuck Campagna.

 - a. Quorum was met.
 - b. Present at meeting representing LITUS* to Let, Inc.: Chris Millar and John Taylor.
- 3. Opening Comments:**
 - a. Tom Leonti would serve as Chairperson
 - b. Jerry Noel would serve as Secretary.
- 4. Additions to/Approve Agenda:** Motion made by Robert Jones to approve agenda and seconded by Hank Cigolle
- 5. Meeting Notice:** Notice of Meeting was given on May 12, 2021, Board Meeting.
- 6. Minutes on February 19, 2021:** Board Members were unable to approve minutes from February 19, 2021, Board Meeting since no Board minutes were provided. Past Board Member, Stephanie Baron, sent her notes from the February 19th Board Meeting for consideration to use since no Board Meeting minutes were provided to the new Board. Chris Millar reviewed and asked for the Board to give him until Tuesday, June 1, 2021, to review and offer comments. The Board will review for approval at the next Board working session in two weeks. Once approved, they will be posted on Frontsteps. The Board will ratify at the next scheduled Board Meeting.
- 7. Treasurer's Report:**
 - a. There was no Treasurer's Report since reserve funds had been placed in operating account. Chris Millar to sort accounts out properly.

- b. **Reserve Account:** It was agreed Chris Millar would provide the Board with a Reconciliation of Reserve Account for the last 2 years including a detail of all checks written from the account by payee, date, amount, and check number.
- c. **Bank Note and Payment Options:** Chris Millar agreed to provide Board Members with a copy of the Bank Note for the Special Assessment. It is Board's understanding the Note is 1 year interest only and then amortized over years 2-5. This information is needed to determine time length available to make prepayments.
- d. **Legality of Special Assessment:** The Special Assessment was discussed at length to determine if it was a legal assessment since it does not appear proper procedures in Master Deed were followed. Board Members agreed more research is needed.
- e. **Audited Financials:** Audited financial statements have not been produced to date. Chris Millar stated it was due to prior accountant retiring and they are to be produced as soon as possible.
- f. **Time Frames:** Robert Jones, Treasurer, to monitor progress on above items and report back to Board Members during next working session.
- g. **Signature Authority:** Discussions were held on having Treasurer sign or approve other than routine checks. This is to be finalized in working sessions of Board.

8. Old Business:

- a. **Waterproofing and Rail Punch List:** Chris Millar to provide detailed punch list and resolution plan prior to next Board Meeting.
- b. **HVAC Riser Project Update:** Project to be completed by June 2 with insulation under garage. Board Members discussed the need to enter all units for this project and learned we do not have keys/access codes from all homeowners. This caused some delays on this project and concerns if a unit needs to be entered due to an emergency.
- c. **Lawsuits regarding Storm Shutters:** Board members discussed need to resolve existing lawsuit regarding shutters and need to resolve existing conflicts with unit 1609 and 1610. These matters to be discussed more in detail with defense attorneys and at next working session.
- d. **Rules:** It appears violations of current rules are still occurring, and Board agreed to review rules and penalties and update as needed. Discussed options for pet tags and pool tags. This discussion will be reviewed further at the Board working sessions.

9. New Business:

- a. **Open Petition:** Open Petition of March 22, 2021 by Members to Hold a Special Meeting to remove Board, elect new Directors was discussed. It was determined since the goals of this petition had been met with new election of all new Board members that no further action on this matter was needed and it was closed out.

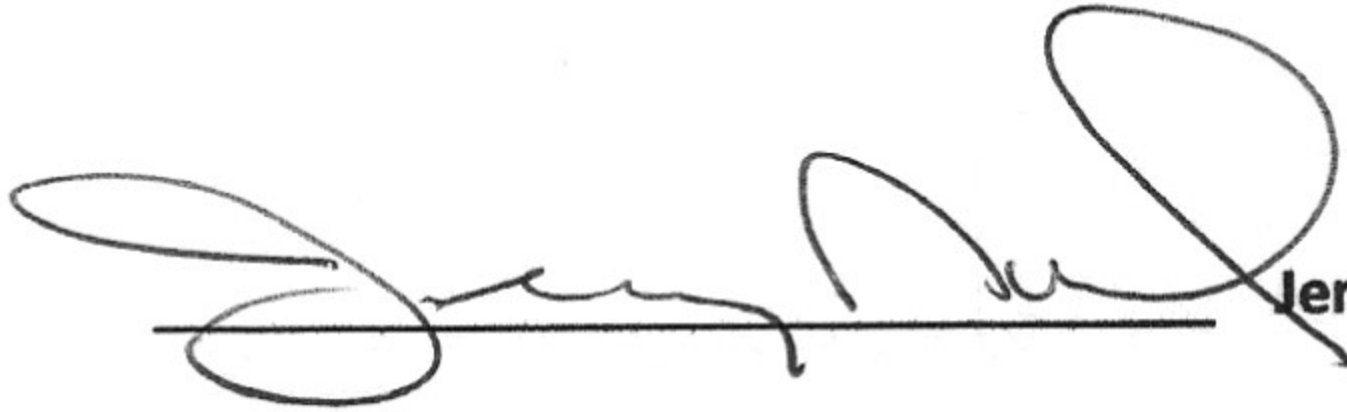
- b. **Review of Service Contracts:** Board members made a request to Chris Millar to provide a copy of all service contracts and updated owners list. Board to review existing contracts to determine if changes are needed.

10. Other Business: None

11. Next Board Meeting: The next meeting date will be determined at the next Board working session.

12. Adjourn:

- a. Motion made by Jerry Noel to adjourn meeting and it was seconded by Hank Cigolle. The meeting was adjourned at 11:05 am.
- b. Given the number of outstanding issues, Board Members agreed to have bi-weekly working sessions to address the outstanding issues.



Jerry Noel, Secretary

Tom Leonti, President