

LITCHFIELD-BY-THE-SEA COMMUNITY ASSOCIATION, INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, August 18, 2017

Pursuant to call, the Meeting of the Board of Directors of Litchfield-By-The-Sea Community Association, Inc. was held on Friday, August 18, 2017, commencing at 2:00 pm Litchfield By The Sea Beach House, Pawleys Island, SC.

Directors in Attendance:

Bill McElroy	Joe Young	Carroll Player	Tom Leis
Nancy Hopkinson	Daisy Davis	Vic Figlar	
Royce King			

Management Company:

Lisa Hergenrother	Vicki Cooper
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Call to Order:

Chairman McElroy called the meeting to order.

Agenda Item – New Business

Approval of Minutes

The approval of the minutes of the Meeting of the Board of Directors held on March 24, 2017, was discussed. Upon a motion by Vic Figlar, seconded by Tom Leis, and approved with no objections it was;

MOVED: Approval that the Meeting Minutes of the Board of Directors of Litchfield By The Sea Community Association, Inc. held on March 24, 2017 be accepted as written and presented.

Storm Line Inspections

Ms. Hergenrother met with vendors to inspect and clean out the storm drains at LBTS and River Club. Southeast Pipe was recommended to do the inspections. Upon a motion by Joe Young, seconded by Carroll Player and approved with no objections, it was;

MOVED: Approved to proceed with Southeast Pipe up to a cost of \$25,000.00

Bulkhead Repairs

Repairs to the bulkhead are needed near Osprey Watch. An estimate from Waterbridge Contractors was received and reviewed. Upon a motion by Carroll Player, seconded by Nancy Hopkinson and approved with no objections, it was;

MOVED: Approval to proceed with the repairs by Waterbridge Contractors in the amount of \$13,870.00.

Insurance Renewal

The 2018 insurance renewal was reviewed. Values were reassessed and reduced. Maximum deductible for a named storm will be \$26,500.00. A flood policy was added into total policy. Upon a motion by Joe Young, seconded by Tom Leis and approved with no objections, it was;

MOVED: Approval to proceed with renewal of the 2018 insurance policy in the amount of \$71,483.13.

Security Contract – Allied Universal

Litchfield By The Sea's contract with Allied Universal expires in January. Tom Leis and Lisa Hergenrother met with representatives from Allied Universal, who offered a two year extension of the contract for two years. Upon a motion by Tom Leis, seconded by Nancy Hopkinson, and approved with no objections, it was;

MOVED: Approval to extend Allied Universal's contract for two years.

Starwood Landscaping Contract

Starwood Landscaping's contract expires December 31, 2017. Starwood proposed another two year contract at the same terms and conditions – no increase in price. Upon a motion by Vic Figlar, seconded by Tom Leis and approved with no objections, it was;

MOVED: Approval to extend Starwood Landscaping contract for two years.

2018 Meeting Schedule

The 2018 meeting schedule was reviewed. Upon a motion by Bill McElroy, seconded by Nancy Hopkinson, and approved with no objections, it was;

MOVED: Approved to accept meeting dates as presented.

Agenda Item – Petigru Rd. & River Club Storm Water

Tom Leis provided an update on River Club drainage issues. Tracy Jones from Georgetown County has been on-site and assessed the problem. A committee has also been established to work with the Board and County.

Tom is working with the county on the paving of Petigru Road. There are oak trees that cannot be taken down and the county will need to move the road closer to River Club. The county has been asked to put up a privacy fence.

Agenda Item – Financial Report

Treasurer Carroll Player presented the financials for the period ending June 30, 2017.

Agenda Item – Nominating Process Report

Tabled

Agenda Item – Insurance Renewal

Bill McElroy presented the insurance renewal information in Bob Postiglione's absence. The policy will remain through Accentria. Values were reassessed and the deductible was lowered. The premium decreased to \$71,483.13.

Agenda Item – Security Update

The security update was presented by Tom Leis. The TEM system is working well and the board is pleased with them. We are unable to provide nine monthly reports to the board.

The contract with Allied Universal will be renewed for two years.

Agenda Item – Landscaping Report

Vic Figlar covered projects the landscaping committee have been working on.

- The fence along Wall Street has been reinforced
- Some dead plantings from storm replaced
- Cleaned up along Lakeside
- Limbing up around bike/walking path

- Tom Leis will be taking over River Club landscaping
 - Bob Gilman contact person for landscaping at River Club
 - Median – center islands around Club Circle wherever feasible, we will be adding sod in place of pine straw

Agenda Item – President’s Report

Bill McElroy presented the President’s report.

Completed Projects:

- Tennis courts – Phase II – courts and overflow parking completed (including new sod, landscaping and drainage enhancement)
- North gate update – board authorized up to \$100K for installation of the gate. Everything except equipment was split \$34,000/ea with LB&GR total cost \$72,000
- River Club road patching – sink area near Carrington – tree stump was buried. Road and curb repaired.
- Rocking chairs on deck – well accepted. Person fell and broke chair at the fishing dock. Claim was submitted to insurance.

Upcoming Projects

- Bridgewater fountain – electrical needs to be moved above ground. Motors and pumps need to be replaced.
- Repairs will be made to bulkhead near Osprey Watch.
- Storm drain line inspections will be done and LBTS and River Club

There being no other business to discuss, Chairman McElroy declared the meeting adjourned.

William McElroy
President

Daisy Davis
Secretary

Meeting Commenced: 2:00 pm
Meeting adjourned: 3:30 pm