

**Litchfield by the Sea Community  
Association, Inc.**  
**QUARTERLY MEETING OF THE BOARD OF DIRECTORS**  
Thursday, August 25, 2022

Pursuant to call, the Meeting of the Board of Directors of Litchfield by the Sea Community Association, Inc. was held on Thursday, August 25, 2022 at 2:00 p.m. at the Beach House at LBTS, located in Pawleys Island, South Carolina.

**BOARD MEMBERS**

Bob Postiglione, President  
Dr. Vic Figlar, Vice-President  
Bruce Allan, Secretary  
Bob Gilman, Director-**Absent**  
Royce King, Director  
Scott Manhoff, Director- **Present Virtually**  
Wayne Flowers, Director  
Larry Ferguson, Director

**WACCAMAW MANAGEMENT**

Lisa Hergenrother, Community Association Manager  
Amanda Karchner, Community Specialist

**CALL TO ORDER and COMMENTS**

Mr. Postiglione called the meeting to order at 2:00 p.m. and a quorum was established.

**FINANCIAL REPORTS**

Mrs. Hergenrother gave a brief financial report. The Total Assets are \$783,776.22, Total Liabilities are \$505,064.50 and Total Reserves are \$2,346,060.04.

**COMMITTEE UPDATES/UPCOMING PROJECTS**

**Communications**

Mr. Ferguson gave the Communications Committee report. Mr. Ferguson reported the Committee assisted with streaming the LBTS Annual Meeting and provided refreshments. A special recognition was given to Sharon McCullough

and her team of volunteers for their support and hard work on the final push for the River Club cable vote. Mr. Ferguson stated the new LBTS website should be live early in 2023.

### **Beach House**

Amanda Karchner gave the Beach House report on behalf of Scott Manhoff. Mrs. Karchner reported that the Beach House Committee is planning on hosting events that are for owners only. On September 20, 2022 the first LBTS Owners Mixer will be held from 5pm-9pm. This event will be BYOB and the committee will be accepting canned goods for the South Strand Helping Hands. There will be additional events planned for owners only and details will be posted on Town Square as they are finalized.

### **Security**

Lisa Hergenrother gave a brief security report on behalf of Bob Gilman. Mrs. Hergenrother reported there were new bollards installed on the asphalt path near Seaside Inn. There have been some reports of unauthorized usage of the shuttle and Mr. Gilman will work with Litchfield Beach and Golf to ensure all shuttle drivers are aware of the procedure to use the shuttle.

### **Landscaping**

Dr. Figlar reported on some ongoing landscaping projects. Dr. Figlar stated that Starwood is installing new sod along Retreat Beach Circle and they continue to remove the saw palmettos providing a cleaner look and a better line of sight when crossing the roads. Bob Postiglione stated that the last landscape enhancement project was done in 2008 and those plants have matured and changes need to be made.

### **NEW BUSINESS**

#### **Approval of April 27<sup>th</sup> and June 25<sup>th</sup> Meeting Minutes**

Upon a Motion from Mr. Allan, seconded by Mr. Ferguson and approved with no objections, it was:

**MOVED: To approve the minutes from the April 27, 2022 Board Meeting and the June 25, 2022 Annual Meeting.**

#### **Tennis Nets/Screens**

The Board has approved replacing the nets and screens at the LBTS tennis courts. The new screens will display the LBTS logo.

Upon a Motion from Mr. Ferguson, seconded by Mr. King and approved with no objections, it was:

**MOVED: To approve the estimate from Howard B. Jones & Son for \$13,148.13, not to exceed \$16,000.00, to replace the tennis court nets and screens. The new screens will display the LBTS logo.**

**River Club Pool House Air Conditioner**

The Board has approved replacing the air conditioner at the River Club pool house and restrooms.

Upon a Motion from Mr. Ferguson, seconded by Mr. Allan and approved with no objections, it was:

**MOVED: To Approve the estimate of \$6,128.00 for Coastal Heating and Cooling to replace the air conditioning unit at the River Club Pool house.**

**River Club Pool Reservations**

The Board has decided not to establish a process for reserving the River Club Pool and/or kitchen area for private events.

**Next Meeting Dates**

HOA Presidents Virtual Meeting: October 3, 2022 at 7:00 pm (this was postponed due to Hurricane Ian)

Board of Directors Meeting: November 10<sup>th</sup>, 2022 at 2:00 pm

**The following questions were asked during the Q and A Session:**

Q: Who is in charge of cleaning the dunes?

A: Lisa Hergenrother stated she will speak with Waccamaw Management maintenance about taking care of this.

Q: Will there be additional Pickle Ball courts?

A: One of the tennis courts will be made into 2 Pickle Ball courts and work is scheduled to begin in November.

Q: Stairs need the non-slip strips to be replaced.

A: A work order had been placed and Lisa Hergenrother will follow up on this.

Q: What are the plans for \$2.5 million in Reserves?

A: LBTS has a reserve study that was updated in 2002 with approximately 45 different components that will need repair or replacement over the next 15 years. Some of these components include roads, storm drains, irrigation, and security equipment. LBTS is responsible for capital components on two different campuses.

Q: Joe Banyar spoke to the shuttle driver and asked if he knew about the new wristbands and process to ride the shuttle and he was told “no” by the

driver. The driver told Joe Banyar that he knows nothing about the new program. Joe feels like the new program is not working.

A: Mrs. Hergenrother stated that she has been in touch with LBG and they are aware of the situation and working to correct the issue with the shuttle drivers.

Q: The LBTS Rules and Regulations have not been updated since 2019. Joe Banyar wants to know when the board will have the new Rules and Regulations.

A: Revised Rules and Regulations were submitted to the Board this past spring. The association's attorney is examining the documents and they are almost complete.

Q: The cable vote was approved and there has been one meeting with Spectrum. What is the status?

A: Lisa Hergenrother stated she has been in regular contact with Jennifer Zellner at Spectrum and she is waiting on an answer from the Spectrum Sales Department. Bob Postiglione has instructed Mrs. Hergenrother to set a conference call with Spectrum. Mrs. Hergenrother stated she is disappointed in how long this process is taking and the community is owed an update.

Q: Are the dues being raised so the assessments will stay low? Does the Special Assessment cover the buildings?

A: Due to rising costs for labor and materials – and with inflation at nearly 9% right now, the regular monthly HOA dues have to be increased to keep pace. Additionally, a 10% Special Assessment will occur to help the association capture funding needed for necessary repairs and capital projects which will be done in the calendar year in which they were collected. The year-end packet will detail the projects under consideration for the special assessment and their estimated costs.

Q: Will the Beach House be used as a restaurant?

A: No, this idea is no longer under discussion.

Q: Will there be a Resort Fee?

A: Planning and implementation work continues on the resort fee. The intention of this fee is to involve rental guests in helping to take care of and improve upon the common property of the association.

Q: Can we charge the tent companies an access fee?

A: Access fees for vendors are still being considered but the primary focus right now is planning and implementing a resort fee for rental guests.

Q: There are more and more youngsters driving golf carts and it is dangerous. Can the Board enforce the golf cart rules?

A: Unapproved golf cart operators should be reported to security so appropriate action can be taken.

Q: A homeowner in Tradition stated that someone she knows was told they could use the Summerhouse pool because she was renting a house from LBG Resort.

A: LBG owns the pool at Summerhouse and they can let whomever they wish to use the pool there.

Q: Can traffic speeds be controlled on Hwy 17?

A: LBTS cannot control the speed on Hwy 17 and this would need to be directed to Georgetown County or the State Department of Transportation.

Q: LBTS Landscaping was complimented. Is there a possibility for charging stations for EVs?

A: EV charging stations will be left up to the individual communities at this time. LBTS does not plan to install EV stations in the near future.

Q: Can some of the old landscaping around the tennis courts be removed and replaced?

A: Dr. Figlar will check into this.

Q: Bill Floyd's trash trucks are leaking hydraulic oil in Heron Marsh and it's making a mess, can this be corrected?

A: Wayne Flowers, who is a LBTS and a Heron Marsh Board member, stated that he has addressed this twice with Bill Floyd and will address it again.

### **Board Resignation**

Mr. Carroll Player has resigned from his seat on the LBTS Board of Directors. The Board appreciates the work and dedication Mr. Player has given since 2012 and wishes him and his family the very best.

### **ADJOURNMENT**

With no further business to come before the Board, and upon a Motion made by Mr. Ferguson, seconded by Dr. Figlar and approved with no objections, the meeting was adjourned at 2:54 p.m.

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Bob Postiglione, President

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Scott Manhoff, Secretary