

**Litchfield by the Sea Community  
Association, Inc.**  
**QUARTERLY MEETING OF THE BOARD OF DIRECTORS**  
Thursday, November 10, 2022.

Pursuant to call, the Meeting of the Board of Directors of Litchfield by the Sea Community Association, Inc. was held on Thursday, November 10th, 2022, 2:00 p.m. at the Beach House at LBTS, located in Pawley's Island, South Carolina.

**BOARD MEMBERS**

Bob Postiglione, President  
Larry Ferguson, Vice President  
Dr. Vic Figlar, Director  
Scott Manhoff, Secretary  
Bruce Allan, Treasurer  
Bob Gilman, Director  
Wayne Flowers, Director  
Royce King, Director – Absent

**WACCAMAW MANAGEMENT**

Lisa Hergenrother, Community Association Manager  
Amanda Karchner, Community Specialist

**CALL TO ORDER**

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

**PRESIDENTS REPORT**

Mr. Postiglione gave a brief report to recap some of the accomplishments of 2022. This is the last regular meeting of the Board of Directors for this calendar year and the Board is pleased with all that has been done in spite of Hurricane Ian.

Mr. Postiglione reported that Dr. Vic Figlar has done a remarkable job with the landscaping. The new LBTS website will be launched in the near future. The Beach House Committee hosted several well attended events for owners. Phase I of the River Club road project will begin in January 2023.

Mr. Postiglione reported that Mrs. Lisa Hergenrother with Waccamaw Management will transition into a full time position with Litchfield by the Sea.

The LBTS Board is excited to announce that on November 10, 2022, they formed and tasked a sub-committee to specifically address the Resort Fee project. The sub-committee, which will be staffed with a variety of community members who bring valuable perspectives, insights, and expertise, will be responsible for formulating a plan on how to best execute a Resort Fee for the LBTS community. Further information will be forthcoming as the sub-committee begins its work, and the committee will update the community as frequently as possible.

Mr. Postiglione stated that the Year End Packets will be finalized and mailed out in November. The 2023 monthly assessments for Oceanside properties and River Club will be \$128.00 per month and the monthly assessment for west side properties will be \$53.00 per month. There will be a one-time Special Assessment in 2023 for capital projects such as landscape improvements, storm drain work, wooden fencing at the front gate, front gate fountain repairs, acoustic panels for the Beach House and ground lighting repairs. All the capital projects with projected costs will be outlined in the Year End Packet and Special Assessment packets.

### **APPROVAL OF MINUTES**

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

**MOVED: Minutes from the August 25<sup>th</sup> and September 22<sup>nd</sup> Board Meeting Minutes be approved.**

### **FINANCIAL REPORT**

Mrs. Hergenrother gave a brief financial report for period ending September 30, 2022. The current total assets are \$736,387.81, the current total liabilities are \$431,038.03 and the current total reserves are \$2,497,862.15. Financials are available on the LBTS website.

### **COMMITTEE UPDATES**

#### **River Club Roads**

Mr. Bob Gilman gave the River Club roads project report. Phase I will begin in January of 2023. Phase I will consist of 2/3 of Club Circle. The internal roads and the remainder of Club Circle will be done in 2024 & 2025. Mr. Gilman stated the first part of Phase I will be removing the trees. There will be 46 Pine trees, 5 River Birch trees and 2 Red Tips removed for the project. Mr. Gilman and Mrs. Hergenrother are scheduled to meet with tree vendors to review the scope of work.

#### **Beach House and Website**

Mr. Manhoff stated the new LBTS website will be launched around the beginning of the year. The new site will offer an “owner’s” side and a “public” side and will feature drone footage of LBTS.

The Beach House Committee has hosted two, well-attended Owner Mixers. November 11<sup>th</sup> is the Veteran's Day brunch and the next owner's mixer is scheduled for November 29<sup>th</sup>. There are several events scheduled for December and Waccamaw Management will post these on Town Square.

### **Communications Committee**

Mr. Ferguson gave a brief report stating the website committee has made great progress on the development of the new website which is scheduled to go live in early 2023. Mr. Ferguson attended the Compass Point Board meeting to listen to their concerns and respond to questions they had regarding common areas. A report on capital projects will be included in the Year End packet.

The Communication Committee has been working on the development of a strategic plan and a sub-committee plus Mrs. Hergenrother are developing communication tools for the River Club cable roll out scheduled for January 2023.

### **Landscape Update**

Dr. Figlar gave a brief update on the landscaping. The removal of the saw palmettos at the Oceanside campus continues. Dr. Figlar stated this is a work in progress.

### **NEW BUSINESS**

#### **Capital Projects**

Mrs. Hergenrother stated that to date the association has overspent the 2022 Special Assessment by \$30K. Damage from Hurricane Ian totaled \$90K for repairs due to storm surge. There was a lot of damage on the Oceanside campus and Mrs. Hergenrother stated that she is noting several capital projects in the Year End Mailing.

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

**MOVED: Approve the 2023 Capital Projects totaling \$330K**

#### **Rules and Regulation changes**

Attorney Mark Nappier has reviewed the Rules and Regulations and has suggested some minor changes.

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

**MOVED: Approve changes to the LBTS Rules and Regulations as suggested by Attorney Mark Nappier**

### **UPCOMING MEETING DATES**

Mrs. Hergenrother presented the Board with a list of potential meeting dates for 2023. Once confirmed, these dates will be posted on the LBTS website.

**HOMEOWNER QUESTIONS & ANSWERS**

**Q:** Are all the River Club trees coming out in one scope or two different projects?

**A:** Mr. Gilman will be meeting with the tree vendors next week he will explore the option of taking out all the trees at once.

**Q:** How does an owner communicate with the Board?

**A:** Owners should contact Lisa Hergenrother or Amanda Karchner at Waccamaw Management or through Town Square and the communication will be forwarded to the Board.

**Q:** Are there any updates on River Club cable?

**A:** Communication will go our shortly and the new program does not go live until January 1, 2023. Waccamaw Management is working closely with Spectrum to make sure the communication and the transition is smooth as possible.

**ADJOURNMENT**

With no further business to come before the Board, and upon a Motion made by Mr. Ferguson, seconded by Mr. Gilman and approved with no objections, the meeting was adjourned at 2:30 p.m.

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Bob Postiglione, President

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Scott Manhoff, Secretary