



ISLANDS OF BEAUFORT HOMEOWNERS ASSOCIATION

Board of Directors Meeting

MINUTES

Tuesday, May 9, 2023

1:30 PM

CALL TO ORDER AT 1:30 PM

PRESENT FOR MEETING:

Alex Kent, Eric Powell, David Jussaume, Carmen Dillard, Robbie Smith, Fred Mueller, Marilyn Mueller, David Brandt, Gloria Papp, Shauna Bishop, Kevin Klinger, Kat Klinger, Richard Turnstall, Alan Dechovitz

COMMUNITY COMMENTS

None

PRESENTATION OF MINUTES- APRIL 2023

Robbie Smith made a motion that the minutes from the April 2023 IOB Board meeting be approved. This motion was seconded by David Jussaume . The minutes were accepted unanimously by the Board.

FINANCE REPORT - DAVID JUSSAUME

Islands of Beaufort HOA Treasurer Report

May 9th, 2023 BOD Meeting

Status as of April 30, 2023

Treasurer's Highlights

1. Total *Spend-to-Date* across all 4 accounts: \$200.9K. (Slides 2, 3, 4 and 5)

Look Ahead

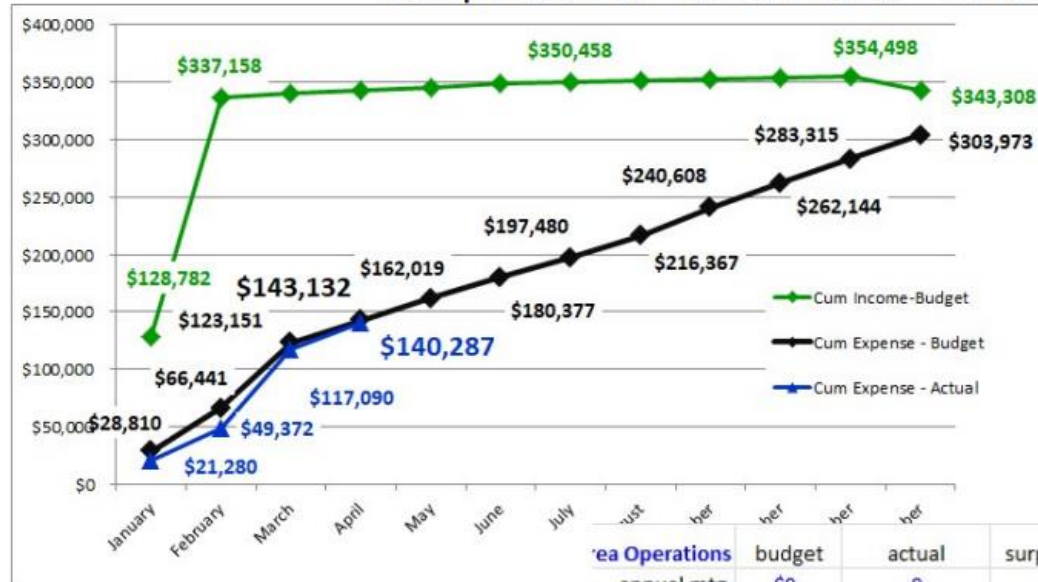
1. Clubhouse renovations ongoing – \$26K in spend: stairs, painting, porch screening, electrical.

Decisions Required

1. None

Working Budget Summary Common Area Operations

Comparison of Plan to Actual – Accrual Basis



Modifiers to Budget/Actual

Custom Security	\$2.3K
Lot Cleaning Budget	\$3.0K
CH Air Cond. Repair	\$0.9K
	\$6.2K

Under plan - \$2.8K

Common Area Operations	budget	actual	surplus (deficit)	
annual mtg	\$0	0	\$0	
accounting	\$700	325	\$375	
legal	\$1,333	90	\$1,243	
mgmnt	\$10,499	9848	\$651	
mrkting	\$6,310	6147	\$163	
ins	\$51,146	56111	(\$4,965)	
ARB	\$5,305	5360	(\$55)	
G&L	\$35,300	30961	\$4,339	
GLComm	\$10,417	11476	(\$1,059)	
CH	\$3,968	2402	\$1,566	No Custom Security Invoice \$1035
pool	\$5,738	6945	(\$1,207)	1350 for repairs, sign
social	225	544	(\$319)	\$500 deposit Annual Dinner caterer
Main gate	\$1,840	755	\$1,085	No Custom Security Invoice - \$1200
util	\$10,350	9323	\$1,027	
	\$143,132	140287	\$2,845	

Working Budget Summary Common Area Reserves

Comparison of Plan to Actual – Accrual Basis

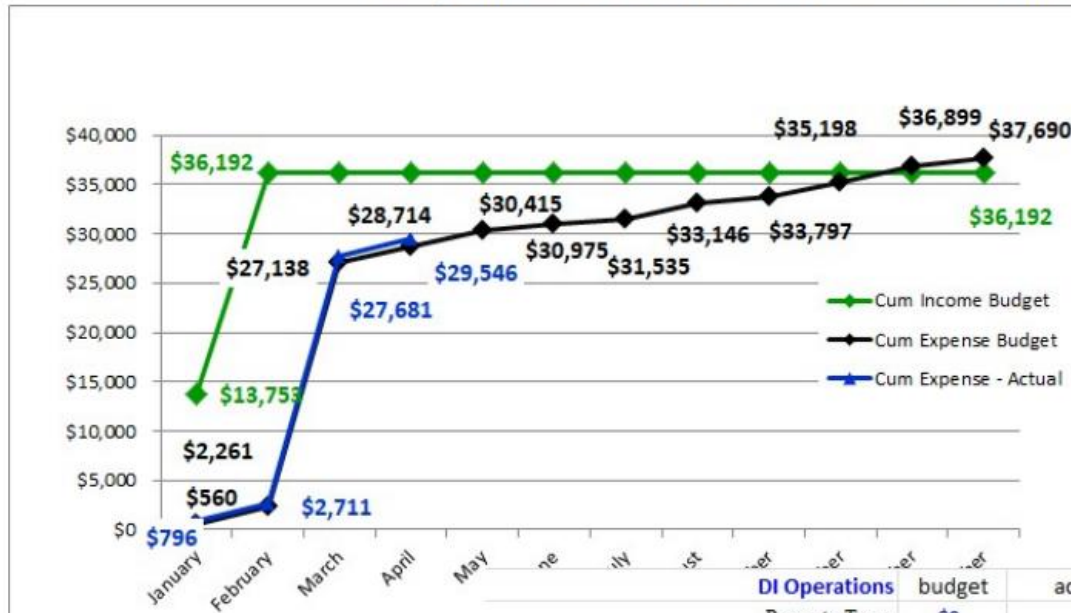


Under plan - \$40K

Common Area Reserve	budget	actual	surplus (deficit)	
			\$0	
Pickle ball nets	\$2,000	0	\$2,000	
General Landscape	\$1,667	3150	(\$1,483)	
Bridge and dock repairs	\$2,500	0	\$2,500	
Clubhouse Grounds (projects are TBD)	\$11,667	0	\$11,667	
Clubhouse Building (projects are TBD)	\$23,333	0	\$23,333	
Clubhouse Fence replacement	\$30,000	27701	\$2,299	
Unplanned Expenses	\$0	250	(\$250)	Gift card
	\$71,167	31101	\$40,066	

Working Budget Summary Deer Island Operations

Comparison of Plan to Actual – Accrual Basis

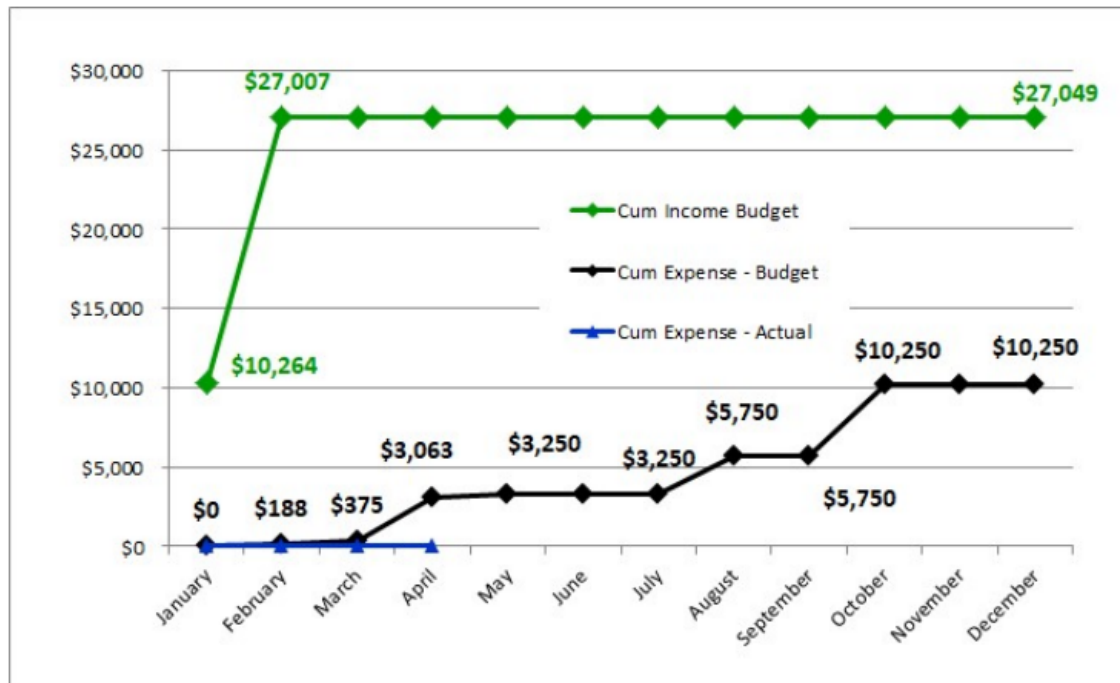


Over plan - \$0.8K

DI Operations	budget	actual	surplus (deficit)	
Property Taxes	\$0	0	\$0	
Gate Equipment Lease [4 qtrs @ \$1,050]	\$1,050	1050	\$0	
Internet [Hargray] for: DI Gate	\$537	534	\$3	
Gate phone (VoIP)	\$80	61	\$19	
Irrigation Water	\$417	404	\$13	
Grounds and Landscape Contract	\$1,000	1944	(\$944)	
Backflow Preventer Test (@ 47 Anchorage Way)	\$175	0	\$175	
Landscape Maintenance - Materials and Labor	\$272	1062	(\$790)	Overspent for the year
Deer Island Causeway Electrical (for gate operation)	\$208	315	(\$107)	
Gate maintenance, repairs, parts	\$750	\$0	\$750	
Stormwater Infrastructure Maintenance	\$0	\$0	\$0	
Bridge Insurance	\$24,225	24176	\$49	
Total Deer Island Operations Expenses	\$28,714	29546	(\$832)	

Working Budget Summary Deer Island Reserves

Comparison of Plan to Actual – Accrual Basis



Under plan - \$3K

DI Reserves	budget	actual	surplus (deficit)
Landscape improvements and replacement	\$563	0	\$563
Irrigation tie in @ Causeway	\$2,500	0	\$2,500
Bridge approach concrete repair	\$0	0	\$0
Bridge Wear Boards - replacement and sealing	\$0	0	\$0
Total DI Reserves Expenditures	\$3,063	0	\$3,063

Cash Held In Banks (end of month)

Bank Balances (end of month)		Feb	Mar	Apr
	Type			
		\$242,614	\$242,701	\$242,826
Ameris		\$242,614	\$242,701	\$242,826
Common Area Res	MM	\$165,977	\$222,115	\$222,178
First Federal Bank (FFB)		\$124,054	\$170,877	\$170,926
Common Area Res	MM	\$41,923	\$51,238	\$51,252
Deer Island Res	MM	\$163,339	\$163,340	\$163,340
Regions		\$59,500	\$59,500	\$59,500
Builder's deposits	checking	\$103,839	\$103,840	\$103,840
Common Area Res	MM	\$337,247	\$185,190	\$164,916
South State Bank (SSB)		\$337,247	\$185,190	\$164,916
Common Area Ops	checking	\$170,719	\$178,478	\$176,629
Wells Fargo (WF)		\$40,768	\$32,022	\$30,157
Deer Island Ops	checking	\$22,509	\$36,317	\$36,320
Common Area Res	MM	\$107,442	\$110,139	\$110,152
Deer Island Res	MM			
Total =		\$1,079,896	\$991,824	\$969,889
Liabilities		\$59,792	\$60,436	\$61,080
Builder's Deposits		\$59,000	\$59,000	\$59,000
Member Pre-Paid		\$792	\$1,436	\$2,080
Accounts Payable		\$0	\$0	\$0
Net=		\$1,020,104	\$931,388	\$908,809

MANAGEMENT REPORT - ROBERT BUNDY

Management was in I.O.B. in April on the 4th, 11th, 17th and 26th.

- The Tennis Court Doctor sent the following quote.
- Option #1 - (Layout As Is): \$38,750
- Option #2 - (1 Tennis + 2 [permanent] Pickleball with Divider Fence): \$40,880
- Option #3 - (1 Tennis + 4 [permanent] Pickleball with Divider Fence): \$52,412 (Robert said this was done at Eagles Point.)
- Cole Crosby, with Wildwood Contractors, Inc. was asked to look at the tennis courts and provide a quote on his company doing the same work. Cole is the person that is building the pickleball courts for the County. Cole called on Monday April 8th and stated that he does not believe there are any major concerns with the tennis courts. however, he wants to bring one of his people to confirm his opinion. He also stated that if his person confirms his opinion, he will send us quotes for the same three options, listed above.
- YRP replaced another underwater bulb at the end near the tennis courts. (Alex recommended that the next time the underwater bulbs need to be replaced, ask about the possibility of upgrading to LED.)
- The Greenery sent a revised invoice for the pine straw and mulch, which was approved by the Board.
- Robert sent Davis Yoakum with Bay Point Docks an email asking if he would match the lower price for board replacements on the bridges. Davis replied.

“I would like the work; however, I do not think that I would be able to meet that price. At best, what I would be willing to do is execute one of the contracts and see just how easy (or difficult) it is to remove the existing and put back new and then review my price. To provide cover for myself, I am thinking that pulling bad boards out of the middle of other good boards is going to require additional work than just backing screws out and picking the piece out. If that is not the case, then I would be able to drop the price down a little bit, but still not to \$77.00/ board (to include material procurement, traffic control, labor, and dump fees, etc.)”

Robert spoke to Davis on Monday April the 8th. Davis stated that he would have a revised proposal before today's meeting. (Alex spoke to Davis just before the meeting, and he can do the work in June. Eric asked for further information as to whether the boards are #1 or #2. Number 1 boards are best as they are sturdier with fewer knots that can create a weak area in the board. Also, number 1 boards are dried which will allow for the covering to adhere.)

- Owen Savage with Atlantic Asphalt is preparing a proposal for sealing large cracks, repaving sections of alligatored asphalt repairing potholes.
- Shane with Grayco was sent an email and photos of the damaged chairs on the pipeline cut. She is looking into whether or not Seaside Casual will send replacement parts. The chairs were purchased in 2011.
- Custom Security was sent an email requesting an update on the repair of the front gate. The following reply was received “A tech was out there on Thursday and found that new (power) wire needs to be pulled on right leaf on entry gate. I am waiting for a quote. Once received, I will send you a proposal.” (The quote to repair is \$494. The Board gave approval to proceed right away.)

- Southern Tree has removed the dead limb overhanging the sidewalk near 328 De La Gaye and they have trimmed the trees on the end of the tennis courts near the pool.
- The financials were emailed to all board members May 5, 2023.
- Finance Charges were applied if applicable to owners with balances.
- There are 12 owners on the receivable list as of the mail 5/6/23. Three owe for all of their 2023 assessments and one owner owes for multiple years fees/fines/late fees/finance charges. 2 owners have made payments towards their 2023 fees. 6 owners owe the lot cleanup fee.

2023 Closings

2/15/23 Lot 1-012	301 Islands Avenue	Hung Tran & Maily Nguyen from Rhoden-Lot
2/28/23 Lot 1-016	224 De La Gaye	Christopher & Roberta Gillette from Ore-Lot
3/1/23 Lot 4-019	416 Islands Ave	Melissa & Andrew Bliss from Pate-Lot
3/13/23 Lot 3-040	280 De La Gaye	Dennis & Alisa Avery from Stewart-House
4/7/23 Lot 3-075	344 De La Gaye	Joseph & Kerri-Ann Pellegrino from Loker-house

Pending Closings that attorneys have requested a certification of assessment:

5/4/23 Lot 1-023	121 Five Oaks	Laurie Babernitsh from Fiala's – house
5/11/23 Lot 1-017	228 De La Gaye	Joveco Scott from Wolfe's – lot
5/12/23 Lot 3-111	245 De La Gaye	Michael & Diane Buescher from Loescher-lot
6/2/23 Lot 4-005	108 Sunset Ct	Charles & Sue Martin from Downing-Lot

MARKETING AND COMMUNICATIONS COMMITTEE REPORT – SHAUNA BISHOP

Due to scheduling conflicts, the committee has not met since the last board meeting. The committee will meet this week.

- Marilyn completed the Private Communities press release for the architect tour with a picture of the Gardner's home.
- Nancy and Jan held a Weichert Open House to share our amenities with realtors.
- The committee asked Shauna to schedule a demo of “Clubster” on 4/25 at 4pm. Clubster, currently used by Cat Island Management Company, is an App that we are investigating for better internal communications.
- Annie, Jean, and Nancy are working together on a Beaufort Realtor Open House on October 17th. (Share amenities and benefits of IOB.)

Website Statistics – April 2023

Private Communities 459 community view pages ↑

No property listings

50 clicks to our website ↑

31 clicks to our Facebook page ↑

IOB Website

Total Users: 834 ↓

New Users: 802 ↓

Sessions: 1,050 ↓

Sessions / User 1.26

Page Views: 4,733 ↓

Pages / Session: 4.51 ↓

12 sales leads from both Private Communities and IOB website

All leads received a Welcome Package, list of lots / homes for sale and were contacted by one of our resident Realtors. The number of website hits is down, most likely due to the lack of local advertising.

ARCHITECTURAL REVIEW BOARD - FRED MUELLER / ROBBIE SMITH

- Currently there are 90 residences built at IOB.
- There are 6 residences under construction – 2 on Deer Island, and 4 on the mainland. The property at 272/276 Dela Gaye is incorporating two lots into one, leaving 77 lots to be developed.
- Two residences will receive the C of O by the end of May.
- The ARB has a residence for Preliminary review and a porch addition scheduled for its meeting May 15th.
- The ARB administrator is reviewing a site plan for a proposed residence on Palmetto Place. He has also received inquiries regarding building requirements for several recently purchased lots.
- The status of construction as visible from the street is listed below:
43 Anchorage Way II-12
Foundation Survey Date 6-6-22
Current Status: Exterior painted, Driveway in, Landscape started.
C of O expected by 5-31-23

217 Dela Gaye I-26
Foundation Survey Date 6-7-22
Current Status: Landscape complete
C of O expected by 5-15-23

281 Dela Gaye III-102
Foundation Survey Date 10-17-22
Current Status: Roof on, siding on, work ongoing.

108 Palmetto III-52
Foundation Survey Date 10-17-22
Current Status: House painted, work ongoing.

14 Anchorage Way II-27
Permit Issued 2-8-23
Foundation Survey Date 3-30-23
Current Status Foundation complete, framing complete.

260 Dela Gaye III-35
Permit Issued 1-30-23
Foundation Survey Date 3-24-23
Current Status Foundation complete, framing complete, siding going on.

CLUBHOUSE UPDATES - ERIC POWELL/ DAVID BRANDT

- The rear porch remodel has been completed.
- Alex and Eric will meet to look at any improvements that need to be done this year.
- The side windows by the driveway need to be replaced. The current windows have operable shutters. A determination needs to be made about whether the current style of window should be kept or if it needs to be replaced with a rectangular window
- Signage is needed indicating the gym area. (Some visiting clubhouse had no idea there was a gym.)

SOCIAL COMMITTEE- GLORIA PAPP/ DAVID JUSSAUME

- The Cinco de Mayo party was very successful. We had a good turnout with about 40 people, and the food was varied and delicious.
- The committee is looking for readers for the Independence Day/July 4th Holiday get-together. They are in the process of finalizing music.
- The committee is still working on entertainment for the annual meeting.

Remaining 2023 Events:

1. Independence Day: July 4th
2. Annual Party: Saturday, October 21st
3. Merry Mingle/Holiday Event: Saturday, December 9th

LANDSCAPE- KATHY WHITEHEAD /CARMEN DILLARD

The Grounds and Landscape Committee met May 4.

- The Committee met with Isaiah Martinez from The Greenery to develop ideas for enhancing the landscaping around the Clubhouse. Carmen plans to contact David Jussaume to get a ballpark idea of what might be feasible budget-wise for this year and what we might need to build in a 5-year plan. At the meeting, we primarily discussed improvements in the front of the Clubhouse as that is the first impression people see/have of the area. Most of the ideas included enlarging bed areas (where it is difficult for grass to grow) and adding some plants to the front right area that replicate/complement the left side that will thrive in a shadier area. As these ideas mature, we will discuss them with the Clubhouse Committee. Isaiah plans to provide preliminary plans within a week or so, and he will try to work within whatever budget is provided to him.
- The Committee is reconsidering its April recommendation regarding improving the front entrance. The original recommended first step was to remove the 5 large Loropetalum that are somewhat overgrown, under the 3 large sabal palm trees (IOB's signature/logo) and add new plantings, perhaps 3 smaller crepe myrtles. Upon reflection, the committee is now considering removing 2 of the 5 Loropetalum and pruning the remaining 3 mature Loropetalum such that they can grow into small trees. We are discussing the feasibility of this option with The Greenery.
- The Committee updated its master list of routine projects and needed improvements as part of its 2023 planning and will begin working on its 2024 budget request in June.

- Southern Tree trimmed the magnolias overhanging the pickleball courts, along with a dead limb on a large oak tree on De La Gaye.

Greenery Update from Carmen:

During April, The Greenery completed edging from the main gate to the Clubhouse and the first round of spring turf fertilizer. Alex Kent and Carmen met with The Greenery to review several landscaping issues that needed to be addressed, which they are continuing to work to complete:

Main Gate Area

- Remove the remainder of dead stems on Foxtail ferns.
- Lop off longer ligustrum limbs (to the right of the gate when entering IOB).
- Cut off dead portions of oleander at front gate

Mainland

- Cut off portions of oleander on Islands Avenue near the corner of Islands Avenue and Battery Chase and across from the large Oak Tree island.
- Check and maintain easement areas (the greenspace from in front of the Clubhouse across De La Gaye to the three chairs along with the easement area that cuts from the greenspace behind the back yards of Lots 38-46 on De La Gaye (between De La Gaye and Palmetto Place).

Clubhouse Area

- Lower shrubs up against the side of the left side of the Clubhouse. Hard prune ligustrum to get off the side of the building and the palm tree. Remove sapling and dead palm limbs.
- Clean up Confederate Jasmine at entryway to pool.
- Allow the Podocarpus to grow taller along the fence line between the tennis courts and the pool – In process
- Blow off tennis/pickleball courts each Monday.

Deer Island and Entry Gate

- Check creeping fig to see if cleanup is needed.
- Allow Podocarpus to grow to the same height (taller height of the two heights) – In process
- Viburnum in the island will be shaped and cut away from palm once blooming is finished.

General Maintenance

- Clean dead limbs under date palms at entrance and as needed throughout the community.
- Pruning along sidewalks/walkways of any limbs, etc. in the way of walking on the sidewalks
- Remove Spanish Moss from low shrubbery
- Ant mounds along the sidewalks
- Confirm blowing of both bridges once a week. (Doing on Mondays.)
- Spray or dig up sprouting palms (Islands Ave, Cotton Island pump station, and elsewhere in beds)

Other Items Discussed During the Meeting:

- Lighting is now up on the Cotton Island dock. Alex is requesting pine straw for that area, which was approved by the Board. The gravel walkway continues to provide a stable and functional surface.
- There is a tree in the easement behind the Mueller's house that is dead on the top. Robert will get estimates for removal of the tree.
- Carmen and Eric will get the easement marked for The Greenery.

OLD BUSINESS

- CI/DI Bridge Material Condition Update (Robbie/ Robert) – Discussed as part of the management report. Alex suggested we have a community workday once the bridge is ready for sealant to be applied for the walkway area.
- Tennis Court Repairs (Robert) - Discussed in Management Report
- Pool Lighting Update (Alex)
 - Preliminary approval was received from DHEC along with signed paperwork from pending final inspection of the pool and deck area. That should occur in the next few days.
 - Upon final approval, the pool hours will be:
 - Sundays – Thursdays 8:00 am until 10:00 pm
 - Fridays – 8:00 am until 11:00 pm
 - Quiet hours are in effect all days from 9:00 pm to pool closing, except for approved social events
 - Signage will need to be changed around the pool area to reflect the new hours in addition to the reservation form to reserve the pool/deck area
- Covenant Compliance Concerns (Alex)
 - There has been unauthorized use of the pool deck at nighttime. Beer cans have been found outside of the fence.
 - Last Friday, there were several people who do not live in IOB using the tennis/pickleball courts. When approached by a homeowner about this, they became very indignant and brazen. As a reminder, residents should call the non-emergency number for Beaufort County law enforcement at (843) 524-2777 when assistance is needed.
 - Some property owner gate codes may be compromised. In those cases, the property owner should contact Bundy Management to get a new code. As a reminder, community members need to get temporary codes for vendors and visitors being invited into the community.
 - Street parking has improved since addressing this the previous couple of months.
- Update – Development of new IOB 5-Year Strategic Plan (Alex)
 - An IOB volunteer will work with the Board to develop a survey. This should be ready for next Board meeting for review and approval.

NEW BUSINESS

- None

The meeting adjourned at 2:35 pm. The Board went into Executive Session.