



ISLANDS OF BEAUFORT HOMEOWNERS ASSOCIATION

Board of Directors Meeting

MINUTES

Tuesday, January 9, 2024

1:30 PM

CALL TO ORDER AT 1:30 PM

PRESENT FOR MEETING:

Alex Kent, Eric Powell, Robert Bundy, Carmen Dillard, Scott Whitehead, Kathy Whitehead, Fred Mueller, Bruce Sullivan, Susan Sullivan, Joanne Beyer, Shauna Bishop, Duane Monahan, Patty Beyer, Missy Taylor, Linda Tunstall, Nancy Brandt

Absent: David Jussaume, Bill Quarles

COMMUNITY COMMENTS

- Bruce Sullivan commented that the gate works nicely now that the repairs are complete.

PREVIOUS MINUTES COMMENTS – DECEMBER 2023 (PRE-APPROVED AND POSTED)

- In accordance with IOB covenant Article 4, Section 12, action can be taken by the Board to approve the minutes of the last monthly Board meeting via email. The Board approved taking this action at the November 2023 meeting for the minutes here forth. The approved December 2023 minutes were sent to Kathy Bundy and PickleJuice (who manages the IOB website) on 1/3/2024 in advance of this meeting.
- Alex asked if there were any comments or questions about the minutes for December, and there were none.
- Carmen will inform Alex when the minutes are posted on the website for upcoming months.

FINANCE REPORT - DAVID JUSSAUME/ALEX KENT

- Due to an out-of-town family illness, David was unable to complete the finance report for this meeting.

MANAGEMENT REPORT – ROBERT BUNDY

- Management was in I.O.B. in December on the 1st, 14th and 20th.
- Atlantic Asphalt completed all of the repairs to the streets.
- Management notified A1 (Xperts Tree), that they received the job to prune 4 laurel oaks located at the front of the clubhouse. The work has been done.
- Management notified A1 (Xperts Tree) that they received the job to removed two dead trees in common area. One tree is located behind 201 De La Gaye Pt. and the other tree is located behind 296 De La Gaye Pt. The work has been done.
- Management signed the contract with Southern Tree to dismantle and remove tallow trees at various locations for a total of \$4,200.00. Southern replied that the work is scheduled in February.
- Management looked at the lots listed in the clean-up inspection. It appears that 52 owners either did not reply or asked the Association to have them cleaned. The list of the lots that need cleaning has been sent to Paul Tallmage.
- The ARB Guidelines have been revised to reflect the changes discussed last month and recorded in the Beaufort County Register of Deeds Office.
- The monthly invoice from BJW&S for the Clubhouse was larger than normal. Management asked Whitmore Plumbing to see if they can find a leak. (Nancy Brandt will check the hose near the pool. There is a broken faucet handle on the hydrant.)
- Work on the front gate is complete. Custom Security sent over a proposal to upgrade the system at the front gate and clubhouse.
- Paul Tallmage bush hogged the two common areas on either side of the Deer Island Gate.
- Management ordered two signs to go at the entrance to the Deer Island gate.
- Management requested a quote from Eagle Electric to change four (4) electrical outlets at the Deer Island gate. (There is also a bad outlet at the north end of the tennis/pickleball courts.)
- Management signed the two landscape maintenance contracts with the Greenery.
- The financials were emailed to all board members January 5, 2024.
- The 2023 surplus income was transferred to Replacement Reserves as directed.
- There is 1 owner on the receivable list as of the mail 12/31/23 for a gate remote. All 2023 assessments have been received.

2023 Closings= 19

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
5/4/23	Lot 1-021	121 Five Oaks	Laurie Babernitsh from Fiala's – house
5/12/23	Lot 3-111	245 De La Gaye	Michael & Diane Buescher from Loescher-lot
5/22/23	Lot 1-017	228 De La Gaye	Joveco Scott from Wolfe's – lot
6/2/23	Lot 4-005	108 Sunset Ct	Charles & Sue Martin from Downing-lot
6/28/23	Lot 3-068	316 De La Gaye	Philip & Ann Cunningham from Hipple -lot
7/10/23	Lot 1-026	217 De La Gaye	Kurt & Daile Pettis from Brown-house
7/14/23	Lot 1-006	122 Five Oaks Cir	Kurt & Amy Kerkert from Lancaster/Donaldson-house

7/19/23	Lot 3-065	107 Palmetto Pl	Steve Block from Hong/Beamer-lot
7/26/23	Lot 3-099	293 De La Gaye Pt	Thomas & Chrie Tretheway from Doornbosch-lot
9/6/23	Lot 3-083	329 De La Gaye Pt	Ronald & Caryn Kleckowski from Sculley-lot
9/8/23	Lot 3-050	104 Palmetto Pl	Higher Power Records A. Brown from Keen-lot
10/16/23	Lot 4-022	410 Islands Ave	Daniel & Nicki Northcutt from Boyde- Lot
10/27/23	Lot 4-023	408 Islands Ave	John & Deanna McElveen from Curtis-Lot
11/21/23	Lot 3-084	325 De La Gaye	Andrew & Erica Lahn from Jean & Sean Anderson

Pending Closings that attorneys have requested a certification of assessment:

1/19/24	Lot 1-003	109 Five Oaks	Mr. Leslie Frank from Gerry & Joan Shaw
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MARKETING/COMMUNICATIONS – SHAUNA BISHOP

- The Marketing/Communications committee met on January 4th. They welcomed two new members to the committee, Tom Ertter and Frank Genco.
 - Rob Wells, CEO of the Greater Beaufort-Port Royal Convention and Visitors Bureau was invited to the meeting to do a presentation on ideas to further cultivate marketing for the Islands of Beaufort. One recommendation he had was to conduct a survey to get neighborhood input on impressions of the community. Since a community survey was conducted a few months ago with many of the questions that were suggested, Alex will attend the next committee meeting to review findings from that survey that pertain to the recommendations from the presentation. From that, the committee can determine if additional survey questions need to be developed.
- The committee is working on a website refresh with Pickle Juice, the company that currently manages the IOB website.

Website Statistics – December, 2023

Private Communities

327 community view pages ↑
 107 property listings ↓
 55 clicks to our website ↑
 ? clicks to our Facebook page

This is our final report for Private Communities.

IOB Website

Total Users: 371 ↓
 New Users: 344 ↓
 Sessions: 582 ↓
 Sessions / User 1.57
 Page Views: 1,29 ↑
 Pages / Session: 2.11

4 sales leads, three from Private Communities; one from our website.

All leads received a Welcome Package, list of lots / homes for sale and were contacted by one of our resident Realtors.

ARCHITECTURAL REVIEW BOARD (ARB) – FRED MUELLER/ BILL QUARLES

- Currently there are 96 residences built at IOB.
- There are 4 residences under construction – 3 on the mainland, and 1 on Cotton Island.
- The ARB has approved 4 residences – 2 on Dela Gaye, 1 on Palmetto Place and 1 on Cotton Island. 1 residence is in the ARB process on Palmetto Place; and 3 residences are with architects.
- There are 14 double lots and 10 lots are HOA owned.
- There are 64 lots to be developed. 67% absorbed.
- The ARB administrator continues to receive inquiries regarding building on several recently purchased lots as well as questions regarding building requirements from prospective lot purchasers.
- The updated 2024 Guidelines for Construction is registered with the State (and posted on the HOA website.)

The status of construction as visible from the street is listed below:

14 Anchorage Way II-27

Permit Issued 2-8-23

Foundation Survey Date 3-30-23

Current Status: C of O week of 1-8-24

272/276 Dela Gaye III-38/39

Permit Issued 10-9-23

Foundation Survey Date 11-30-23

293 Dela Gaye III-99

Permit to be issued

6 Sunset Court IV-6

Permit issued 12-15-23

316 Dela Gaye III-68

Permit issued 11-27-23

CLUBHOUSE REPORT – DAVID & NANCY BRANDT/ERIC POWELL

- Clubhouse maintenance project update (Eric Powell)
 - Plans for 2024 work at the clubhouse will be covered next month.
- Clubhouse Committee (Nancy Brandt)
 - Two new wicker chairs were purchased for the front porch. They plan to recover the chairs and paint them to match the shutters.

SOCIAL COMMITTEE – KIM DAVID, DONNA GENCO/DAVID JUSSAUME

- The Social Committee met on January 8, 2024. The following events are being planned for 2024:

Date	Event
Saturday, March 9th	Chili Kickoff @ 5PM
Saturday, May 6th	Derby @ 5PM
Thursday, July 4th	July 4 th Reading @ 9:30AM
Saturday, October 19th	Annual Party @ 6:30PM
TBD	Philanthropy Event
TBD December	Merry Mingle

GROUND & LANDSCAPE COMMITTEE – KATHY WHITEHEAD/CARMEN DILLARD

- The Committee met January 4 to plan for 2024 projects and review open items.
- The status of the quarterly newsletter is uncertain since Kat Klingler has resigned to work with the Open Space Committee. One idea is to incorporate content from The Greenery, perhaps encouraging them to share seasonal maintenance tips with all their clients.
- Our next project focus will be physically marking with colored flags the specific plant locations that we planned some months ago for the Islands Avenue landscaping extension. We will be working with Lee White from The Greenery on this project. Improving certain street islands and mulching vacant lot street frontage were discussed as other 2024 projects, along with identifying some specimen live oaks to trim / demoss / fertilize.

December 2023 Greenery Update from Carmen Dillard

- Carmen, Brandon, and John met virtually on December 1st to review punch list items and discuss plans for items to be covered during upcoming weeks. Discussion included:
 - 2024 Contract
 - Deer Island items that need attention (refer to last month's report)
 - Schedule update for cleaning retention ponds and bush hogging area by basketball court, which is scheduled for the week of January 8th.
 - Clean up of Lot 17 (CI) and mulch pathway from DLG to the greenspace easement
 - Schedule for weed control, common area cleanup, irrigation checks
 - Quote requests for control of dog fennel and erosion control (along some areas of DLG)
 - Planting or transfer of plants once the danger of frost has passed.
 - Replacement of missing/declining Society Garlic at front entrance
 - Lowering height of Iropea shrubs on Plough Point cul-de-sac
 - Planting in large pot in front of Clubhouse
 - Transferring ginger plants at DI entrance to replace dead/declining plants
- Irrigation work was completed along Islands Avenue. This involved a new irrigation clock, replacement of pop-up spray heads, replacement of damaged or clogged spray head nozzles, location and marking of valves, and further assessment and corrective measures for Zones 4, 5, 7, 9, and 10.
- Additional leadership roles were assigned for The Greenery in December. Brandon Duitsman is still the Beaufort Area Branch Manager. John Buzzell will oversee the maintenance crews. Lee White is a horticulturist who does landscape design (most recently Clubhouse and front entrance area) and works with irrigation. The most recent addition is Romario Blackwood who will be the Client Relationship Manager for the Islands of Beaufort.

- During December with the holidays, the regular maintenance schedule was modified. Regular operations will resume on January 9, 2024.
- Carmen continues to get weekly updates each Friday afternoon.
- Our next virtual meetings will take place on January 12 and January 26th. Going forward, these meetings will take place (virtually or in-person) the last Friday of each month.
- Other comments at the meeting:
 - Alex asked that The Greenery check the mulching across from the Clubhouse. The area has been dug up by squirrel or deer.

OLD BUSINESS

- CI/DI Bridge Pedestrian Walkway Update (Alex)
 - The weather is continued to be monitored to come up with a span of time to complete the application for the walkway.
- Tennis Court Repairs/Pickleball Court Conversion Status
 - No date has been set from the vendor. Has contract been signed? Robert will check so we can lock in on a date until May/June.
- Landscaping Lighting Repairs/Upgrades (Alex)
 - 23 fixtures in back of DI gate
- Retention Pond Cleaning (Carmen)
 - Already discussed
- IOB Open Space Committee Status (Alex/Linda)
 - Linda and Alex worked on the charter last month and sent the draft to the Board. Board members were asked to respond/provide feedback within next two weeks.
- Other comments:
 - Who keeps the charters? Robert will see what they have at Bundy Management. It was recommended that the Board reviews charters in January.
 - Revision of rules/regulations. The Board will review and finalize, then these will go out to the community.

NEW BUSINESS

- Cotton Island Floating Dock – Dredging/Repairs
 - The two ends of the dock are uneven. There appears to be a fracture in the middle of the dock and it is starting to break the boards.
 - The dock will be analyzed for possible dredging of the area to avoid losing the floating dock.
- A proposal for Security System updates received by one vendor. The Board is seeking proposals from other vendors. There is still some time before the contract expires.

MOTION MADE TO ADJOURN AT 1:57 PM. BOARD ADJOURNED AND WENT INTO EXECUTIVE SESSION.