

West Hyde Park Property Owners' Association, Inc.
Board of Directors Meeting – Regular Session
October 17, 2003
MINUTES
FINAL

Board Members in Attendance:

Bill Moore, President
Chuck Ostendorf, Vice President, via conference call
Sheila Myer, Treasurer
Ron Brooks, Secretary, via conference call
Bob LaVigna, Director at Large, via conference call

CCMC Representatives:

Joyce Ann Sorensen, Community Manager
Stephanie Hitt, Recording Secretary

Homeowners and Visitors:

The following Unit Owners were in attendance:
Unit 8B Joe and June Lattanzio
Unit 10E Marion Dignan
Unit 17E James Grapes
Unit 18D Charles and Martha Walden

Call to Order

President Bill Moore called the Regular Session of the Board of Directors to order at 9:00 am in the Dover Meeting Room at Brighton Towers, 9800 Queensway Blvd., Kingston Plantation, Myrtle Beach, South Carolina.

I. Approval of Minutes

Sheila Myer made a motion for the Board to approve the minutes.

MOTION: TREASURE, SHEILA MYER, MOVED AND BOB LAVIGNA, DIRECTOR AT LARGE, SECONDED, TO APPROVE THE MINUTES OF THE 15 AUGUST 2003 BOARD MEETING.

VOTE: Unanimous

MOTION CARRIED

II. Financial & Delinquencies Report

A. Joyce Sorensen, CCMC, discussed the August and September financials. Issues discussed included where funds had been spent, how much was to be spent before the end of year, and amount in the reserve fund.

MOTION: PRESIDENT BILL MOORE MOVED AND SHEILA MYER, TREASURER, SECONDED THAT DELINQUENCY REPORT BE TABLED FOR EXECUTIVE SESSION.

VOTE: Unanimous

MOTION CARRIED

- B.** Joyce Sorensen, CCMC, presented draft budget figures in preparation for the 2004 budget. In general, projected budget figures for 2004 were close to what had been spent in 2003. Ms. Sorensen would send a preliminary budget to the Board in the following week. The Board decided to schedule the budget meeting for November 7, 2003, since the KPMA budget meeting was scheduled for November 1, 2003. The budget meeting would be only for budget matters.

III. KPMA Report

- A.** There was a KPMA meeting held on August 23, 2003.
- B.** West Hyde Park voted against the new Golf Cart rules that have been implemented due to their allowance of renters and guests being given the same privileges as owners. At peak times, Kingston already has a parking problem; the new rules would only make it worse.
- C.** West Hyde Park voted in favor of the new Parking & Towing Rules.
- D.** KPMA is to sign a new management contract with CCMC. Provisions of the new contract include: KPMA will pay CCMC a flat monthly fee for bookkeeping and financial services and up to 1/2 of Joyce Sorenson's time at a contracted hourly rate plus expenses. Support will be off-site with no local CCMC office provided.
- E.** Director Bob LaVigna stated that the Splash magazine read "Guest of the Hilton are also entitled to use the facilities that are offered at Kingston Plantation." Bob LaVigna is very much against this because Kingston Plantation is a gated community and the amenities at Kingston Plantation are for the homeowners and guest staying at Kingston Plantation.
- F.** The next KPMA meeting is November 1, 2003' in the Laurel Court Conference Room.

IV. House and Grounds

There was a meeting on October 14, 2003 at 3:00 pm in North Hampton POA owner's lounge. The next meeting is scheduled for November 11, 2003 at 3:00 pm in the North Hampton POA owner's lounge. Joyce Sorensen and Mr. James Grapes, member of the House & Grounds committee, reported on the issues that the committee discussed and decided upon.

- A.** Status on mosquito control was provided. Joyce Sorensen reported that lake spraying has proved ineffective due to water movement. It only works if water is still and not moving. KPMA is looking into a new program for the coming year that will be presented and discussed at the KPMA budget meeting. (Note: The proposal was accepted and fully funded by KPMA at its budget meeting.)
- B.** A new project for the treatment of bare grass areas at Kingston has been proposed. KPMA has authorized the repairing of two test areas at Kingston. (Note: Funding for this project was included in the KPMA budget.)
- C.** Several instances of unsafe sidewalk areas have been identified and are in the process of being repaired. These were places where tree roots have grown under sidewalk had raised the joints.

- D. The KPMA budget committee has recommended that KPMA not fund replacement of brick chips – leaving it to the individual regimes. WHP objects to this as being unfair treatment of WHP and will voice objections at the KPMA budget meeting in November. Also, Bob LaVigna questioned whether or not our termite contract would be affected by going back to mulch. Joyce said that there should be no problem but would confirm with Terminex. Currently the Terminex person is on-site very often filling bait traps and such and if and when he sees a problem with mulch or other debris up next to a building he immediately notifies CCMC and the problem is remedied. The bait trap servicing is based on termite activity. If the technician sees activity in a trap, it is serviced monthly. Otherwise it is serviced quarterly. Also, Terminex is installing new traps that actually transmit a signal that the technician can locate with a detector. Previously, traps could become hidden (under mulch, grass, and leaves) and be missed. There is no charge to the regimes for these new traps.

V. Unfinished Business

A. Watkins Services Report

President Bill Moore talked with Steve Watkins within the last couple of days regarding the September invoices. Mr. Watkins is currently investigating the accuracy of those invoices and has asked that we hold off on paying them until he reviews them for accuracy. Several of the work order invoices are for work done quite some time ago. Joyce Sorensen is going to review old invoices and payments to make sure that these are not duplicates.

B. Construction Companies

Secretary Ron Brooks asked if other regimes had experience using companies other than Watkins Service for repairs. Joyce Sorensen indicated that Richmond Park was using a new company. Contracts are written on a not-to-exceed basis with fixed labor rates and materials markup. For the next roof leak, Joyce Sorensen agreed to call the company currently doing Richmond Park work for an estimate. Ron Brooks also asked about work order amounts being over \$1K, which many of the roof leaks have been. Management contract requires board approval for work over \$1K. These were "emergency" repairs and not limited by that clause.

C. Roofs

Bob LaVigna recommended that we move ahead with roofing 6 buildings immediately (2003) and schedule another 6 in 2004. It was suggested that an RFP be issued from local and out-of-town or out-of-state roofing companies for this work. Bids were to include various roofing (years warranted) along with ridge caps, flashing, etc. Bob suggested that roofing work be done at the same time as the currently scheduled painting. Bill Moore suggested that we get in bids and consider proceeding with either 6 or 12 buildings next year. Also, our experience indicates that roof leaks are spread across the buildings fairly evenly. Termite repair and painting have both been done starting from the lower number buildings. It was suggested to start roofs replacement with the higher number buildings and work down from there.

MOTION: DIRECTOR BOB LA VIGNA MOVED AND SECRETARY RON BROOKS

SECONDED FOR CCMC TO OBTAIN BIDS FOR NEW ROOFS WITH FLASHING, CHIMNEY CAPS, AND RIDGES A LA CARTE.

Vote: Unanimous

MOTION CARRIED.

D. Email List Maintenance

President Bill Moore reported that only four (4) email addresses bounced back in his latest test. CCMC has sent out requests for information to homeowners including email address. Beginning with October, CCMC will be sending minutes and the other correspondence out to homeowners with email addresses and sending snail mail only to those without email addresses.

E. Patio Report – Rock Versus Concrete

This issue has been discussed for many meetings. Concerning water drainage problems, inspections by CCMC will be done after rain to identify any problems. It was noted that in November 3, 2001, meeting minutes, Steve Watkins said that if any problems with patios were encountered they would be fixed.

F. Connection Road from the Hilton

North Hampton refused to have a hole cut in the wall of their parking deck so the road to connect the Hilton will not go through the North Hampton parking deck.

G. Electrical Work

Joyce Sorensen called county for clarification. If these lights are repaired it must be to code. One bid to bring 4 buildings up to code was \$7K. Another bid from CCMC to bring the all light up to code was for \$10K. Disconnecting the lights and capping off the connections would be \$500 for the entire job. Bill Moore asked for copy of code and confirmation of pricing from CCMC along with detail specifications for work to be performed.

H. Painting of Buildings

MOTION: DIRECTOR BOB LAVIGNA MOVED AND SECRETARY RON BROOKS SECONDED

FOR BUILDINGS 1 THRU 6 TO BE SPRAYED AND BACK ROLLED BY A NEW LOOK PAINTING.

Vote: Unanimous

MOTION CARRIED

I. Garbage Storage Doors

Joyce Sorensen reported the doors do not need to be totally replaced. Only a few need total replacement. Most repairs involved plywood replacement with some requiring other repairs. Replacement doors are \$135 each. Repair work can be done by onsite WHP maintenance person.

MOTION: PRESIDENT BILL MOORE MOVED AND BOB LAVIGNA SECONDED FOR THE

ONSITE CCMC MAINTENANCE PERSON TO REPAIR THE GARBAGE SHED

DOORS ON BUILDINGS 1 THRU 6 AND A NEW LOOK PAINTING TO REPLACE

TWO GARBAGE DOORS ON THE LEFT SIDE OF BUILDING 4.

Vote: Unanimous

MOTION CARRIED

F. Garbage Collection Contract

Joyce Sorensen reported that the contract is now with Waste Industries with a slight decrease in fee. Garbage carts will be replaced with new ones by mid-November. Collection will be twice a week during prime season, Thanksgiving and Christmas weeks, otherwise once a week. This is an increase in service from old contract with RSI.

MOTION: SECRETARY RON BROOKS MOVED AND BOB LAVIGNA SECONDED TO ACCEPT

THE WASTE INDUSTRIES PROPOSAL AS A CONTRACT.

Vote: Unanimous

MOTION CARRIED

G. Law Suit Update

Some December hearings on the lawsuit are scheduled but do not include West Hyde Park. West Hyde Park and Richmond Park will most likely not be entering mediation until mid-January to mid-February.

H. Homeowner Directory

CCMC planned to mail August minutes and make an email cover letter requesting West Hyde Park Homeowner's emails.

VII. New Business

A. Exterior Storage Closet Doors

There was a discussion about the exterior closet doors that are in need of replacement. CCMC will survey and report back about which doors needed to be replaced.

B. Maintenance Staff

Joyce Sorensen, CCMC Agent, to write a proposal on how many days West Hyde Park needs maintenance staff and duties performed during inclement weather.

C. Homeowner Comments

Mr. James Grapes of 17E asked about the leak procedure and Joyce Sorensen, CCMC, explained CCMC's leak policy. He also reported that there was a hole in the road at Building 13 and that the chimney that was fixed on Building 8 on the AB side was split again and in need of repair. Mr. and Mrs. Walden of 18D reported that they have a water leak around the chimney on the ceiling and the rake and flashing are visible. Mrs. Marion Dignan of 10E reported that her trash shed doors are in terrible condition.

VIII. Next Board Meeting Date

Establishing a time for the next Regular Board of Directors Meeting was postponed. A budget meeting was established for November 7, 2003 at 9am in the Dover Room at Brighton.

XI. Adjournment

MOTION: TREASURER, SHEILA MYER MOVED, RON BROOKS, SECRETARY, SECONDED TO ADJOURN THE MEETING TO EXECUTIVE SESSION AT 11:50AM.

VOTE: Unanimous

MOTION CARRIED

During executive session, Bill Moore gave Joyce Sorensen a letter addressed to Chris Wheeler stating that West Hyde Park did not wish to renew the existing contract for the second year. The Board briefly discussed and asked Joyce Sorensen questions about the CCMC contract that had been proposed for 2004. After further discussion, the Board selected Chicora to be the management company for 2004 on the condition that several questions are clarified concerning the storage of records and the impact that the management company could have on the pending lawsuit. Bill Moore was to get clarification on these questions. He was also given the tasks of finalizing the Chicora contract and notifying CCMC of our decision.

MOTION: PRESIDENT, BILL MOORE MOVED AND TREASURER, SHEILA MYER, SECONDED TO ADJOURN THE EXECUTIVE SESSION.

VOTE: Unanimous

MOTION CARRIED

Executive Session adjourned at 1:20 P.M.

Respectfully submitted,

Ron Brooks, Secretary

Approved:

Bill Moore, President