



ISLANDS OF BEAUFORT HOMEOWNERS ASSOCIATION

Board of Directors Meeting

MINUTES

Tuesday, January 14, 2025

2:00 PM

CALL TO ORDER AT 2:00 PM

PRESENT FOR MEETING:

Alex Kent, Eric Powell, Carmen Dillard, Bill Quarles, Kathy Whitehead, Robert Bundy, David Brandt, Bruce Sullivan, Susan Sullivan, Patty Beyer, Kathy Gardner, Linda Tunstall, Mitch Mitchell, Jean Watson, Scott Whitehead

COMMUNITY COMMENTS

- Scott Whitehead thanked Eric Powell for the structure added for the tennis/pickleball courts. The Open Space Committee will repurpose benches for other areas in the neighborhood. New benches are all five feet.
- Kathy Whitehead commented on how nice the benches look in the other parts of the neighborhood. Linda Tunstall says the committee has some places in mind for the repurposed benches.
- Mitch wrote letter to Board dated today expressing concern about an electric fence in the front yard of a neighbor who lives across the street. Alex Kent has been in conversation with the City of Beaufort to confirm fencing requirements and will continue to have conversation with the homeowner who has already removed power from the fence. Alex noted that some houses have fences in front of their home. Mitch replied that an electric fence can pose a danger particularly to children. Another neighbor has contacted the Board regarding the issue.

PREVIOUS MINUTES COMMENTS – AUGUST 2024 (PRE-APPROVED AND POSTED)

- The approved November 2024 minutes were sent to Kathy Bundy and posted on the IOB website on January 8, 2025. Eric Powell made a motion to approve the minutes, and this motion was seconded by Bill Quarles.

(The items below are hyperlinked to the report in this document. The title of each report is hyperlinked back to this page.)

[**FINANCE REPORT**](#)

[**MANAGEMENT REPORT**](#)

COMMITTEE REPORTS

[Marketing](#)

[Architectural Review Board](#)

[Clubhouse](#)

[Social](#)

[Grounds and Landscaping](#)

[Open Space](#)

OLD BUSINESS

NEW BUSINESS

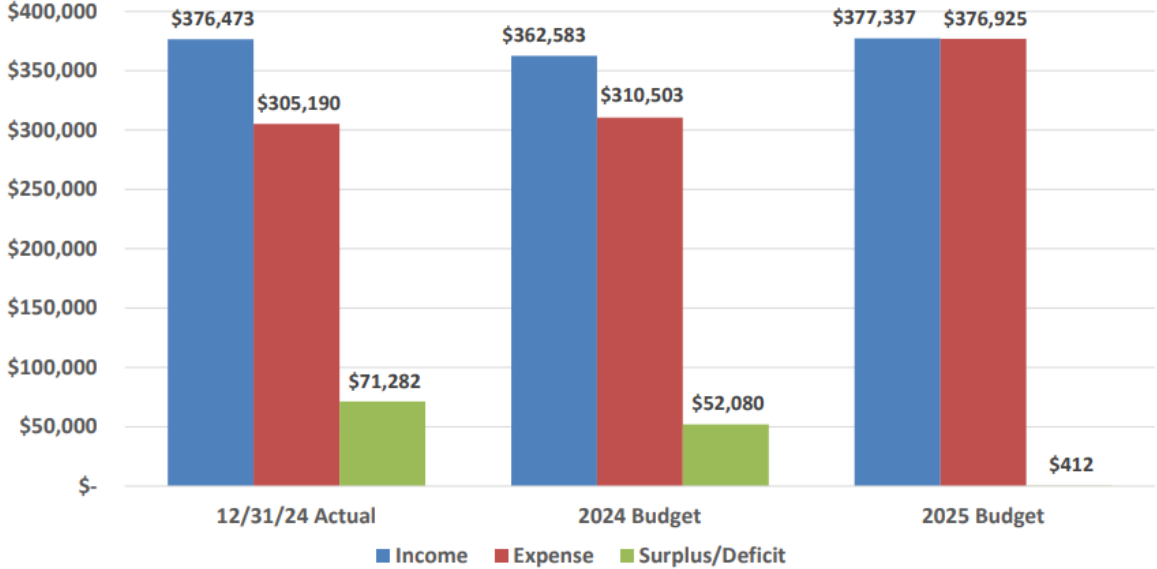
FUTURE MEETING LOOK-AHEAD

FINANCE REPORT – KATHY WHITEHEAD

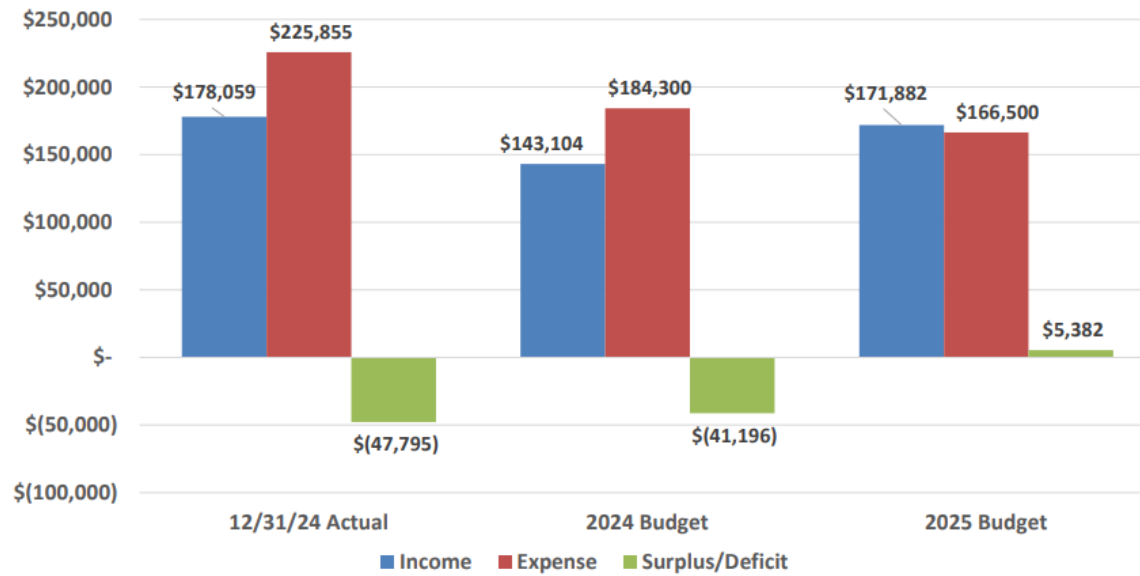
**Islands of Beaufort Homeowners Association
Board of Directors Meeting
January 14, 2025**

Financial Report – 12/31/24

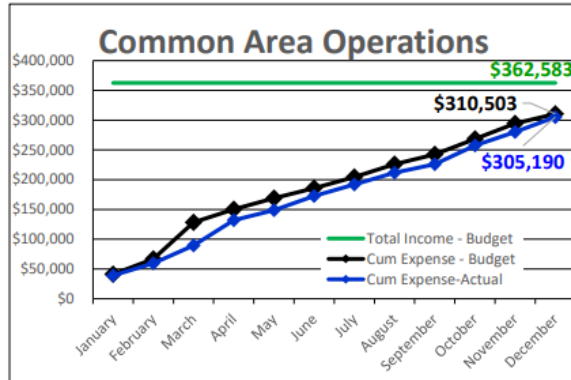
Common Area Operations 2-Year Snapshot



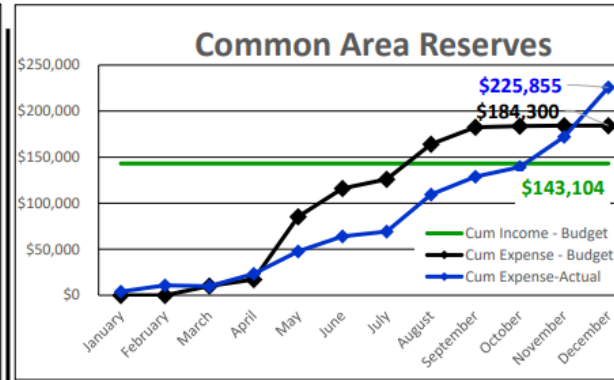
Common Area Reserves 2-Year Snapshot



Budget Summary - Common Area Comparison of Plan to Actual – 12/31/24

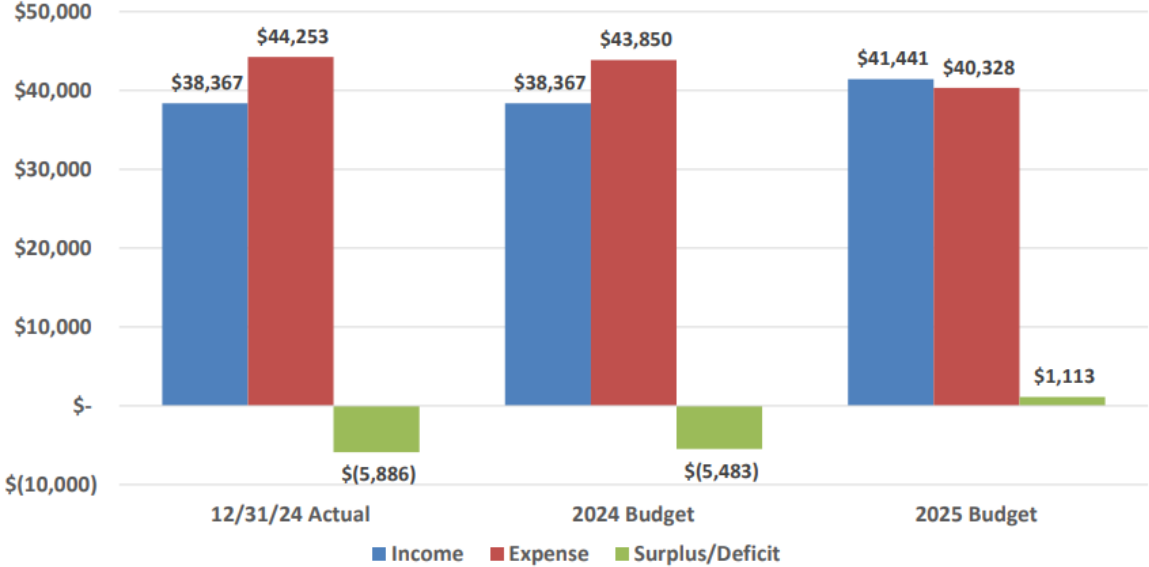


Common Area Operations	budget	actual	under (over)
Annual Meeting	\$1,000	\$1,475	(\$475)
Accounting Fees	\$800	\$1,055	(\$255)
Legal Services	\$2,500	\$1,544	\$956
Management Fees	\$30,422	\$30,884	(\$462)
ARB Services	\$16,250	\$17,587	(\$1,337)
G&L Maintenance	\$74,330	\$80,869	(\$6,539)
G&L Comm	\$33,015	\$37,760	(\$4,745)
Open Space	\$0	\$1,377	(\$1,377)
Insurance & Taxes	\$64,440	\$53,589	\$10,851
Marketing	\$4,000	\$4,528	(\$528)
Clubhouse	\$15,983	\$13,401	\$2,582
Pool	\$18,475	\$16,847	\$1,628
Main Gate	\$7,368	\$7,349	\$19
Social/Hospitality Committee	\$10,870	\$6,958	\$3,912
Misc	\$0	\$250	(\$250)
Utilities	\$31,050	\$29,717	\$1,333
Total	\$310,503	\$305,190	\$5,313

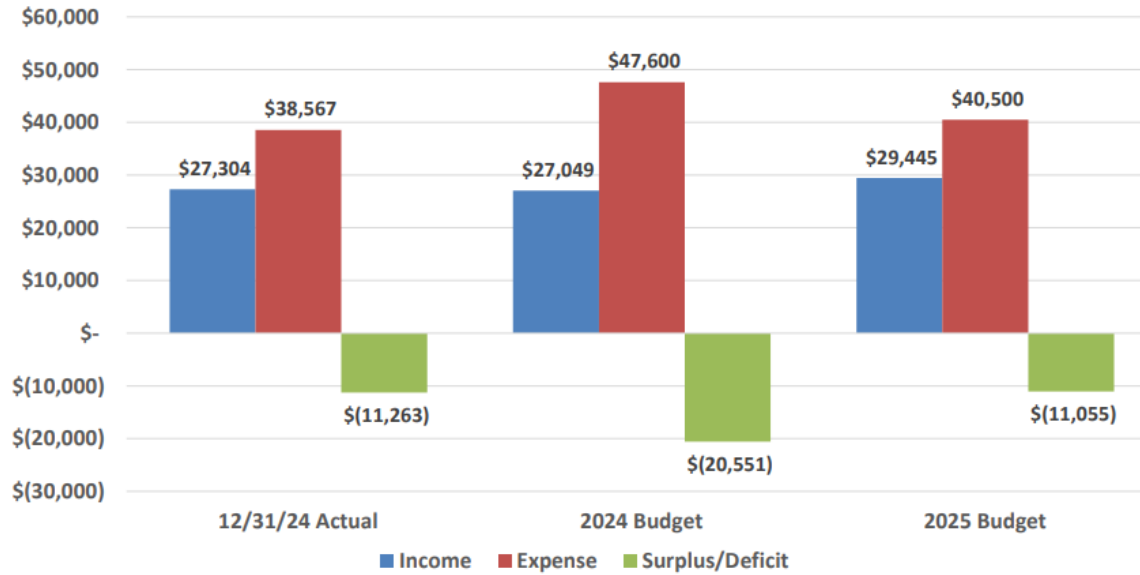


Common Area Reserves	budget	actual	under (over)
Grounds and Landscaping	\$38,500	\$16,370	\$22,130
Clubhouse	\$86,000	\$76,476	\$9,524
Communication & Marketing	\$2,500	\$2,500	\$0
Bridges	\$4,000	\$6,474	(\$2,474)
Gates and Security	\$25,000	\$6,870	\$18,130
Roads and sidewalks	\$23,300	\$25,457	(\$2,157)
Racquet Courts	\$0	\$70,149	(\$70,149)
Pool	\$0	\$1,145	(\$1,145)
Other	\$5,000	\$1,000	\$4,000
Lot 17 Improvements	\$0	\$5,669	(\$5,669)
Docks Cleaning & Treatment	\$0	\$5,170	(\$5,170)
Unplanned	\$0	\$8,573	(\$8,573)
Total	\$184,300	\$225,855	(\$41,555)

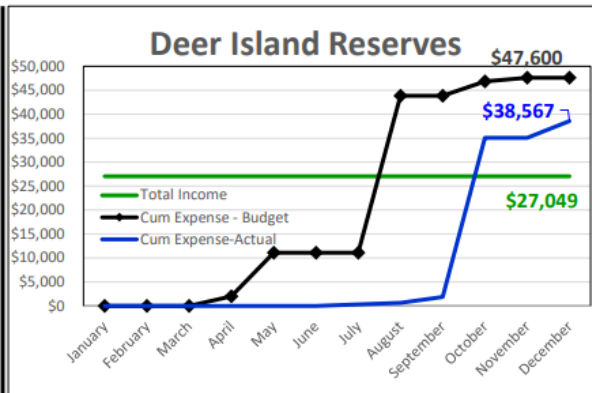
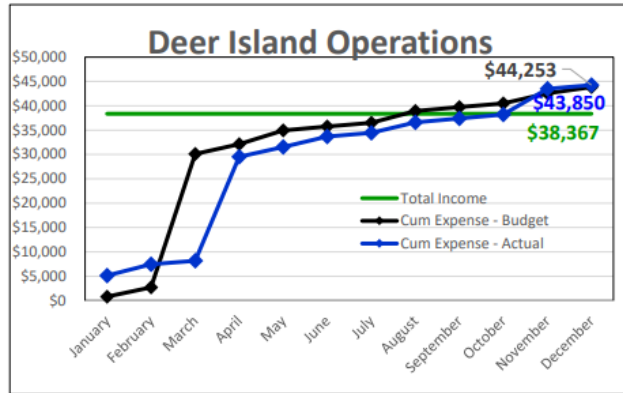
Deer Island Operations 2-Yr Snapshot



Deer Island Reserves 2-Yr Snapshot

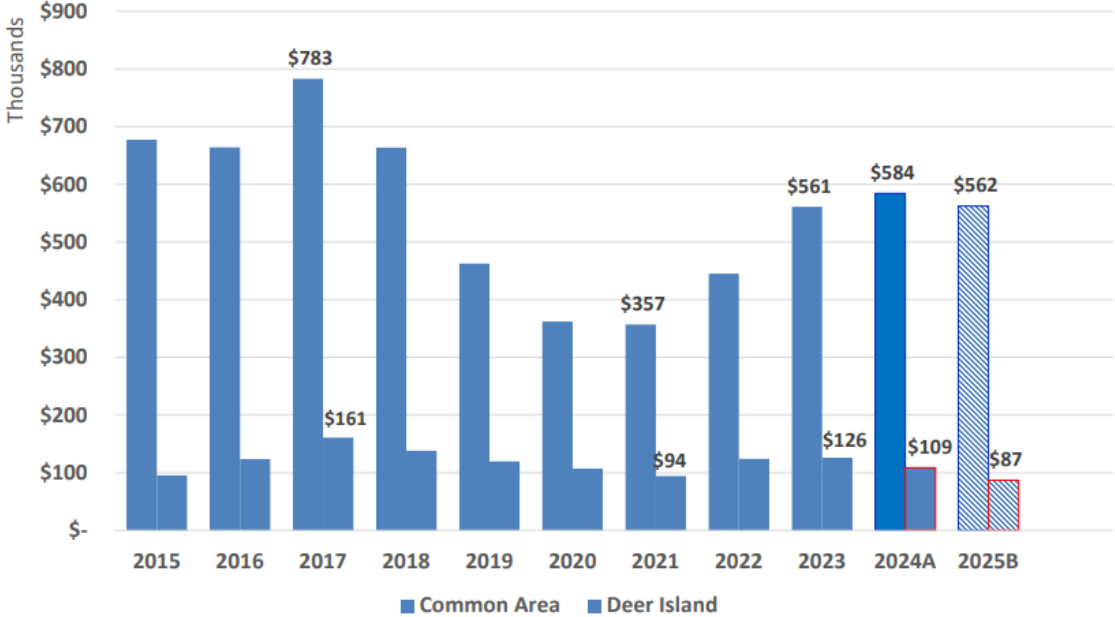


Budget Summary - Deer Island Comparison of Plan to Actual – 12/31/24



Operations	budget	actual	under (over)	Reserves	budget	actual	under (over)
Property Taxes	\$150	\$226	(\$76)	Landscape improvements and replacement	\$4,000	\$0	\$4,000
Gate Equipment Lease [4 qtrs @ \$1,050]	\$4,440	\$4,466	(\$26)	Bridge	\$36,500	\$33,301	\$3,199
Internet [Hargray] for: DI Gate	\$1,610	\$1,604	\$6	Gate Security System replacement		\$5,266	(\$5,266)
Irrigation Water	\$1,250	\$743	\$507	Seal DI Causeway and Anchorage Way	\$7,100	\$0	\$7,100
Grounds and Landscape Contract	\$6,000	\$6,012	(\$12)	Total	\$47,600	\$38,567	\$9,033
Backflow Preventer Test (@ 47 Anchorage Way)	\$175	\$161	\$14				
Landscape Maintenance - Materials and Labor	\$1,500	\$6,481	(\$4,981)				
Causeway Electrical (for gate operation)	\$625	\$760	(\$135)				
Gate maintenance, repairs, parts	\$1,500	\$3,226	(\$1,726)				
Stormwater Infrastructure Maintenance	\$0	\$0	\$0				
Bridge Insurance	\$26,600	\$20,575	\$6,025				
Total	\$43,850	\$44,253	(\$403)				

IOB Common Area and Deer Island Reserves History



2025B Reserves Balance assumes 2024 incomplete reserves projects will be spent in 2025

CASH BALANCES

	Projected Balances 12/31/24	Actual Balances 12/31/24	Var from Proj 12/31/24*
IOB Operating Cash	\$17,110	\$57,789	\$40,679
IOB Reserves Cash	\$494,265	\$517,324	\$23,059
DI Operating Cash	\$14,665	\$13,900	\$765
DI Reserves Cash	\$114,401	\$128,485	\$14,084

*Before transfer from Ops of Surplus or Deficit

Positive reserves variances due to deferred implementation of new security system and replacement of CH shutters, as well as lower than expected Lajen legal costs (insurance deductible)

Cash Management

- Current Banking Relationships/Balances as of 12/31/24
 - Operating: IOB – South State Bank \$58,000; DI – Wells Fargo \$14,000
 - Reserves – IOB – Total \$517,000
 - Ameris MM - \$236,000 (.53%)
 - Regions MM- \$197,000 (2.58%)
 - First Federal Bank MM - \$72,000 (.42%)
 - Wells Fargo savings \$12,000 (.01%)
 - Reserves – DI – Total \$129,000
 - Wells Fargo savings \$66,000 (.01%)
 - First Federal MM - \$63,000 (.42%)
- Interest Income is NOT exempt from 30% Federal and 5% S.C. Corporate Income taxes, so “take home” will be 65%

Other Comments Regarding the Financial Report

- Kathy Whitehead complimented Kathy Bundy for the significant amount of work she does in preparing financial information.

MANAGEMENT REPORT – ROBERT BUNDY

- Management was in I.O.B. in December on the 2nd, 12th, 16th and 24th.
- Management sent another email to Grayco inquiring if they heard back from the company as to whether or not the high-top chairs that has a broken leg is covered under warranty. The reply was “The Charleston Green is now discontinued and no longer available. Unfortunately, they can no longer replace this chair.”
- Management has received a passing inspection report from BJW&S for the installation of the backflow preventor near the Clubhouse. We are still awaiting a passed inspection report for the backflow preventor at Five Oaks Circle. Robert contacted Patrick with BJWS to see if he could assist in getting the inspection complete.
- Two quotes form Pool Maintenance service for 2025 were obtained and forwarded to the Board. Management sent an email to Year Round Pool for a quote for 2025. The current contract with Year Round Pool will end on February 28th.
- Southern Tree Service has removed the tallow tree along the drainage ditch between 315 and 317 Islands Avenue and the sprouting near 341 De La Gaye.
- The bridge inspection reports were forwarded to Kinghorn Insurance. (Inspections every two years were recommended.)
- Last week management looked at the 70 lots that were sent cleanup letters. Some of the lots have been cleaned, some owners asked the Association to have their lots cleaned, so owners notified management that cleaning will take place this month. The reasons for delay sited is getting a vendor to do the work. Some owners have not responded, and those lots will be added to the list given to Paul Tallmage.
- AIXpert Tree removed the dead tree and debris near the basketball court. They also removed the stump and debris of a hardwood in front of lot 3-090 aka 504 Plough Point.
- The large pine tree next to the gravel road leading to the basketball court was removed by AIXpert Tree.
- At Board direction, Management signed the 2025 landscape contracts with The Greenery. Also, with Board direction the work order for the site preparation and related work for the planting of eight, three gallon Lomandra was approved.
- John Ferreri with Dominion Energy was requested to remove two streetlights being billed from the Association’s invoice. He was notified that there are 98 houses completed in I.O.B. as of the November 2024 Board’s Meeting. John replied that he has removed two streetlights from the Association’s invoice, and this may take a couple of months to show up on the invoice.
- The December 2024 financials were emailed to all board members January 11, 2025.
- There is one owner as of 12/31/24 on the receivables for gate remotes.

2024 Closings to date are 33 properties. (2023 Closings= 19)

1/19/24	Lots 2-015/2-016	59 Anchorage Way	Folly Properties (John Wynn)	House (Jones)
1/19/24	Lot 1-003	109 Five Oaks	Leslie Frank & Helen Davis	House (Shaw)
1/26/24	Lot 2-023	32 Anchorage Way	David & Terri Tilley	House (Urban)
3/29/24	Lot 1-005	118 Five Oaks Cir.	John & Kristin Carter	House (Nechtman)

4/22/24	Lot 4-001	101 Sunset Ct	Gary & Diane Downing	House(Condon)
4/25/24	Lot 3-024	409 Battery	Chase Martin & Deborah Boltres	Lot (Hogg)
4/25/24	Lot 3-025	407 Battery	Chase Martin & Deborah Boltres	Lot (Hogg)
4/26/24	Lot 3-034	256 De La Gaye	Wade Green	Lot (Price)
5/2/24	Lot 4-018	418 Islands Ave	Randy & Martha Nash	Lot(Sullivan)
5/7/24	Lot 3-077	353 De La Gaye	David & Robbie Koren	House(Bytwerk)
5/6/24	Lot 4-025	404 Islands Ave	Jason & Nicole Pheiffer	Lot (Morris)
5/16/24	Lot 4-026	402 Islands Ave	Saltwater Homes LLC-Green	Lot (Manquen)
5/28/24	Lot 2-013	47 Anchorage Way	David & Kay Wood	House (Wynn)
5/29/24	Lot 2-018	56 Anchorage Way	S. Doug & Loree Roark	Lot (Rigol)
5/29/24	Lot 2-019	48 Anchorage Way	S. Doug & Loree Roark	Lot (Sanchez)
5/31/24	Lot 1-012	301 Islands Ave	Michael & Mary Murphy	Lot (Nguyen)
6/7/2024	Lot 4-002	103 Sunset Court	Carr Carr Properties	Lot (Paine)
6/12/2024	Lot 3-026	405 Battery Chase	Johnathan & Linda Lewis	House (Cotterill)
7/3/24	Lot 4-019	416 Islands Ave	Olonana-Donna Engblom	Lot (Bliss)
7/22/24	Lot 3-030	240 De La Gaye	Ramon & Pamela Diaz	Lot (Pivotal)
7/31/24	Lot 4-003	105 Sunset Court	Chandler White	Lot (Holt Trust)
8/12/24	Lot 3-060	117 Palmetto Place	Jeff Viney-Meritus Homes	Lot (Kamil/Milad)
9/30/24	Lot 2-002	5 Anchorage Way	Shepherd & Sandy Tate	House (Jussaume)
10/25/24	Lot 3-062	113 Palmetto Pl	Wade Green	Lot (Poirot)
10/25/24	Lot 4-009	401 Islands Ave	Wade Green	Lot (Flaherty)
10/25/24	Lot 3-013	414 Battery Chase	Wade Green	Lot (Smart)
10/30/24	Lot 3-080	341 De La Gaye	Moore's Park c/o A. Brown	Lot (Gilman)
12/4/24	Lot 3-058	120 Palmetto Pl	Wade Green	Lot (Lysak)
12/11/24	Lot 3-063	111 Palmetto Pl	Wade Green	Lot (Ingle)
12/30/24	Lot 3-042	288 De La Gaye	Jeffrey & Donna Bezier	House (Powell)
12/30/24	Lot 3-043	292.5 De La Gaye	Jeffrey & Donna Bezier	½ Lot (Powell)
12/30/24	Lot 3-097	301 De La Gaye	Eric Powell	House(TenEyck)

Pending Closings that attorneys have requested a certification of assessment:

None

Other Discussion during the Management Report:

- Eric Powell and Alex Kent asked if we might be able to get the Eye on Water app for IOB to monitor multiple meters. Bundy Management will check with BJWSA to see if this is possible.

MARKETING & COMMUNICATIONS COMMITTEE – TOM ERTTER/ALEX KENT

- The committee met on Friday, January 8th.
 - The committee continues to work on communication for marketing the community.
 - The IOB website has been experiencing issues the last few days after trying to upgrade the security system for the website. As of this meeting, the issue now appears to be resolved.
 - The committee is planning another Realtor Open House. Originally, they were considering March, however, Jean Watson suggested that the Open House be held after work on the Clubhouse is complete, which will be later this year.
 - Kathy Whitehead commented that upcoming work on the Clubhouse also needs to be coordinated with the Social Committee as events are planned for this year.

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

- Currently there are 98 residences built at IOB. There are 6 residences under construction – 3 on the mainland, and 3 on Cotton Island. There are 14 double lots and 10 lots are HOA owned. Five residences are in various stages of ARB review. There are 63 lots to be developed. 68% absorbed.
- The status of residences under construction as visible from the street is listed below:

Name	Location	Permit Status	Foundation Status	Work Status
Brown	6 Sunset Court IV-6	Permit issued 12-15-23	Foundation survey date 4-3-24	Residence almost finished. C of) expected February 2025
Northcutt	410 Islands Ave IV-22	Permit issued 4-8-24	Foundation survey date 5-16-24	BJWSA tap installed. Interior work being completed
Gillette	224 Dela Gaye I-16	Permit issued 3-28-24	Foundation survey date 6-13-24	BJWSA tap installed. Interior work continuing
Martin	108 Sunset Ct. IV-5	Permit issued 4-12-24	Foundation survey date 6-4-24	Interior work ongoing
Lahn	325 Dela Gaye III-84	Permit issued 6- 6-24	Foundation survey date 8-20-24	Interior work ongoing
Kleckowski	Lot 83 329 Dela Gaye	Permit issued 9- 16-24		Framing completed

- Status of ARB reviews

Name	Location	ARB Review/Construction Status
Block	105/107 Palmetto Place III- 65/66	On hold
Nash	418 Islands Ave. IV-18	Preliminary application approved
Pfeiffer	404 Islands Ave. IV-25	Final application approved. Expect construction to begin 3-1-25.

CLUBHOUSE REPORT – DAVID & NANCY BRANDT/ERIC POWELL

- Eric informed the group that the shutters were returned due to inferior quality. The replacement shutters should be received by the end of month and installed in February.
- The Clubhouse Committee will be meeting soon to discuss flooring covers.
- David reported that pictures have been hung inside the Clubhouse and new fans have been installed.
- David requested a tennis court squeegee and a couple of ball holders which were approved by the Board.

- Those attending the Board Meeting were reminded that there is an app called “Residence Center” on the Bundy Management website for reporting maintenance issues. It was suggested a placard be placed on a table at Clubhouse regarding this.
- Alex informed those at the meeting that a digital antenna has been installed which will get local channels (but not ESPN.)

SOCIAL COMMITTEE –JOANNE BEYER/SUSAN SULLIVAN & KATHY WHITEHEAD

- Susan reported that 84 RSVP’d to attend the Merry Mingle, which was lower attendance than the previous year. The committee may revisit this gathering and possibly consider skipping a year.
- Having desserts at Clubhouse for the last phase of the Merry Mingle this past year was a good solution.
- The committee lost three members but gained two members.
- The Social Committee created a charter for Board review. The charter was approved by the Board.
- The first event being planned for 2025 is a “Pre ‘Souper’ Bowl” on Saturday, February 8 at 5:00 pm. The committee requested \$150 for this event, which the Board approved.
- Docktails will resume when the weather gets warmer.
- An event around the pool area is being planned for April 26th.
- The committee hopes to have the Social event calendar finalized by the next meeting for posting on the IOB website.
- A Google Drive file has been created for collection of previous Social event details which should help with future planning.
- Susan suggested putting together a group to do a welcome package (in coordination with the Marketing/Communications committee). Other ideas, such as a quarterly newsletter, were brought up. Jean Watson encouraged members to continue using the IOB website. Linda Tunstall suggested putting a hard piece of mail in everyone’s mailbox on how to access this information.

GROUNDS & LANDSCAPE COMMITTEE/GREENERY REPORT - KATHY GARDNER & CARMEN DILLARD

- Completion of jobs at end of 2024
 - Digging out and replacing of stone over De La Gaye pipeline on lots 45/46.
 - Replanting of front median at IOB entrance.
 - Removal of volunteer palms growing around Sago palms in the median along Islands Avenue.
 - Removal of dead shrubs at the Clubhouse near the gate leading to the pool.
 - Pruning of overgrowth of vegetation, demossing of trees/shrubs (within 10-15 feet of street) across from 344 De La Gaye, corner of Plough Point/De La Gaye, and lot 99 on De La Gaye
 - Cleaning of the swale on Cotton Island between the homes under construction
- Lot Inspections –
 - During the annual inspection this past November, some lots had more debris and tree parts down from the storms this past fall. The city picked up debris from residences and lots it was placed alongside the street.

- There were a few incidents (and complaints) where storm debris from some lots/residences was placed on vacant lots (not close enough to the street for city pick-up) which placed the burden of clean-up on the owners of the vacant lots. (A reminder: All IOB property owners are responsible for clean-up of the debris for their own property. It is not to be put on someone else's lot to bear the burden/expense of cleanup or left for The Greenery to pick up.)
- Tree Inventory, Assessment, Maintenance, Planting, and Beautification
 - Kathy made contact in October with Bartlett Tree but there has been no follow up from them.
 - Last week, Carmen went online to the Bartlett Tree and Davey Tree websites to request information about conducting a tree inventory and assessment. She also requested information from Kolcun Tree. (Awaiting responses from all)
 - These companies were recommended by a professional independent tree arborist experienced with this process as companies who can provide the tree inventory and assessment we are seeking. A local reputable tree company with a certified arborist will likely be less expensive.
 - Kathy is also contacting vendors for pricing and installation of trees, in addition to working with The Greenery.
 - The professional recommendation is to go with smaller trees (minimum 30 gallons) to plant. While they may initially not be as impressive as a bigger tree, they are easier to establish and once established, will grow faster. It is also best to go with a professional tree service to purchase the tree and plant it, rather than trying to purchase it ourselves. Nurseries typically offer no guarantee once tree are purchased and leave their premises whereas a reputable tree company will typically guarantee for one year.
 - Along with tree planting, we are seeking information on how to access electrical tie-ins to uplight designated specimen trees on De La Gaye and Islands Avenue and on landscape islands on the IOB mainland. In addition to highlighting the beauty of these trees, uplighting will also provide additional, softer lighting to street areas.
- Irrigation Updates
 - Irrigation repairs were done along Islands Avenue in December. The systems along Islands Avenue have been turned off during the cold season as less irrigation is needed.
 - The irrigation for the landscape island on Deer Island has three nodes that are not functioning properly and need replacement.
- Proposals received and ready for Board discussion:
 - Removal of overgrown wax ligustrum on side of Clubhouse by chimney
Justification: Having these so close to the building could damage the building, and The Greenery can only prune up to 10 feet. The plan is to use next year's budget (or possibly this year's budget later in the year if funding allows) to re-landscape the area including a small specimen tree that is more appropriate for the space.
 - Removal of shrubs in the landscape island at Battery Chase and Plough Point with subsequent mulching of the landscape island
 - Erosion control of the swale from Palmetto Place to Islands Avenue (Greenery Proposal #69729 for \$3,747.55)
- Awaiting proposals for the following:

- Planting of a specimen oak near 264 DLG (to replace the storm damage oak that had to be cut down last year)
- Erosion control for lots 69, 70, 72-74 to hold in the bank
- Planting of Five Oaks landscape island (once irrigation system is tested and approved by BJWSA)
- 2025 Focus
 - Planting of specimen and street trees
 - Cleaning and maintaining a neat appearance of trees/vegetation along Islands Ave and De La Gaye within 10-15 feet of edge of street
 - Dog fennel control
 - Irrigation repairs as needed
 - Street island clean-up/renovation
 - Removal of overgrown and unattractive landscape to reduce maintenance cost and improve the appearance of common and community areas.
 - Long Range Plans– If funds are available later in 2025, request consideration by the Board to:
 - Install electrical capacity to uplight designated specimen trees on De La Gaye, Islands Avenue, and mainland landscape islands
 - Consult with a landscape architect/designer to complete development of the front entrance

OPEN SPACE COMMITTEE – LINDA TUNSTALL

- No meetings have been held recently but the committee is working behind the scenes. A newsletter is planned for release later this month and will be posted on the IOB website.
- Winners of the ‘Name our Spaces’ contest have been determined. This will be announced in the upcoming newsletter. The committee also plans to update the community map on the IOB website.
 - Lot 17 will now be referred to as Sunset Point
 - The footpaths will have tree-themed names:
 - Oak (DLG to DLG)
 - Magnolia (DLG to junction)
 - Palmetto (junction to DLG by the Bowies)
- The committee was able to purchase three new benches with the Board’s approval for placement around the neighborhood. The locations are:
 - Jeff Gresham park
 - The right side prior to entering the Cotton Island bridge from the mainland
 - The pathway entry to the DLG dock
 - Two others (repurposed from the tennis/pickleball courts) will be added to the intersection of footpaths and if allowable, lot 1 (1st lot on left on Five Oaks and adjacent to the entrance into IOB). The smaller bench on Cotton Island was replaced with a new 5-foot bench.
- The 2025 approved budget allocated for paths was \$10,000 (earmarked for Sunset Point and Belle Grove Park footpaths.) The committee is requesting quotes for the work and hopes to get this done 2nd quarter this year.

- \$800 was approved for signs. This may not be enough for 6 path signs, but the committee will see if they can work the vendor to reduce cost. This did not include new sign near Cotton Island dock.
- Alex shared that he refurbished old Clubhouse light fixtures that can be used to light up new paths and maybe signs for Sunset Point. He commented that Sunset Point is quite wide – 185 feet on the marsh. It might be a good idea to define the boundaries of this lot....possibly coordinate with G&L to ensure users of the park don't wander inadvertently onto private properties.
- The committee wants to thank all concerned neighbors and the Board.

OLD BUSINESS

- Access/Security System Contract Proposal Review/Award
 - Alex announced that the Board will have special meeting to review the proposals.
 - There will be times when the gates are down. The work should be done 1st quarter.
- Update- Sidewalk Repairs & Removal
 - Eric reported that the sidewalk work will continue this quarter until completed.
 - The company removed, grinded, and put in turnouts of the sidewalk to the street in certain areas.
 - The recommendation when the sidewalk survey and assessment was done was to take out the sidewalk that runs across the Dechovitz's yard and add sidewalk across the street. Alex clarified that no decision has been made regarding removing/replacing sidewalk across Dechovitz's yard at this time.
 - Kathy Whitehead asked about what is going to happen to the area where the sidewalk was removed around the 228 DLG/Lot 17 area. Eric responded that that the hillside will be reshaped and mulched.
- Inventory & Liquidation of lawn care equipment, trailer, etc.
 - Eric received 3 bids - \$5500, \$5800, \$6200. The lowest bidder dropped out.
 - He will proceed with the liquidation process by starting with the highest bidder.
- Kayak Spaces, rental policy & new stands- Alex
 - Six new slots were built on Sunset Point at a cost of less than \$600.
 - The following is being reviewed by the Board .
 - The rental policy will change from automatic to yearly renewal. The fees will be prorated so owners renting kayak storage spaces get a letter every January. The rates will be \$120 for pierhead and \$60 for shore based spaces.
 - People interested in renting kayak storage have been asked to give an estimated usage or proposed usage. If we have more people interested than storage capacity for kayaks, one option is to have a lottery.
 - After discussion and review the Board approved this plan, which will now go to the IOB attorney for final review.
- 2025 Board meeting schedule
 - The proposed schedule for Board meetings will be to hold them the second Tuesday in January, March, May, July, and September at 2:00. The 2nd Tuesday in November happens to also be Veteran's Day so the date will be changed. This will fulfill the minimum requirement of four Board Meetings a year.
 - There will also be the Annual Meeting on Saturday, October 18th.

- It is important for the committees to know these dates ahead of time to think forward on spending requests to be considered by the Board at the meetings.

NEW BUSINESS

- Swimming Pool Service Contracts
 - Robert got three quotes:
 - (1) Year Round Pool - \$14,760 annually. This does not include chemicals, which would cost approximately \$3,000-\$4,000
 - (2) Beaufort Area Pool Service – full service for fee \$14, 880 – except for the cost of chemicals
 - (3) Sweetwater – includes basic chemicals – Annual fee is \$19,441.

The Board will review each of these contracts with the intent of making a final decision within the next couple of weeks. We need to ensure the service provided includes blowing off of the pool deck. We also want to request that service be provided first thing in the morning. A client list will be requested from each vendor.

- Bridge Inspections/Repairs- Alex
 - The report from the recent bridge inspections found that both bridges are in very good shape. Additional recommendations are noted below:
 - Deer Island Bridge
 - Continue the application of UV protectant and preservative as necessary/warranted.
 - Continue to monitor the condition of the timber wearing surface. Selectively replace 2x8 boards with excessive warping, splitting, or pitting.
 - At the southwest abutment, confirm the cause of the loss of fill behind the abutment, rectify the cause, and backfill underneath the west approach slab and behind the west abutment.
 - Identify the owner of the separated black 4-in. Ø utility conduit and coordinate the repair of this conduit at both ends of the bridge.
 - Consider selective replacement of the horizontal guardrail members that exhibit excessive deterioration which poses a hazard to pedestrians.
 - Set the random nail heads protruding from the metal guardrail caps.
 - Re-inspect structure using the following as a guide:
 - a. After repairs are performed
 - b. Following significant storm events
 - c. At intervals not to exceed 24 months in accordance with NBIS recommendations.
 - Cotton Island Bridge
 - Monitor the condition of the timber wearing surface. Selectively replace 2x8 boards with excessive warping, splitting, or pitting.
 - Continue the application of UV protectant and preservative.
 - Set the nail heads protruding from the metal guardrail caps.
 - Report and coordinate 8-in ductile iron pipe utility hanger repairs with Beaufort Jasper Water and Sewer Authority. The stainless steel bolt retrofit connection previously applied at other bents for similar defects appeared to be sound and intact.

- Consider selective replacement of the horizontal guardrail members on the north fascia that exhibit excessive deterioration which poses a hazard to pedestrians.
 - Re-inspect structure using the following as a guide:
 - After repairs are performed
 - Following significant storm events
 - At intervals not to exceed 24 months in accordance with NBIS recommendations
- The one-time bridge impact fee (\$7,000) paid by Cotton Island and Deer Island owners for new construction covers the cost of bridge repair. Additional new construction impact fee of \$4,000 is charged to all homeowners constructing a home to cover road and other infrastructure repair.

Routine Contractor Rule Sets- General Requirements/Workdays/Work-hours (Non-ARB)

- This includes vendors who does work such as remodeling, power washing, landscaping. They need to be informed of the IOB rules.
 - Alex Kent suggested a form be developed (with help from the ARB) when a contract is issued that includes working hours (General hours 7am – weekdays, 8am – Saturdays). No contractor work on Sundays.
 - Bill Quarles commented that a defined set of rules would be helpful; these could be put on the IOB website and given to the general contractor or vendor).
 - Eric Powell suggested we might want to consider fining contractors that willingly disobey the rules. These are part of the ARB guidelines and can be incorporated in the rules.
- Kathy Whitehead asked about transfer fees on property sales which has been a topic of discussion/consideration at previous meetings. The comments/discussion are noted below:
 - Jean Watson - Some neighborhoods have them, and some do not.
 - Robert Bundy - Most neighborhoods have them and can be paid by either party. This would need to be voted on and may possibly require a covenant change (which is difficult to change).
 - Scott Whitehead asked if transfer fees are earmarked for things such as infrastructure and capital reserve projects.

FUTURE MEETING LOOK-AHEAD

- Board meeting to be held in March 2025- Deer Island Bridge Pedestrian Path
 - If the pedestrian path is done, the coating material for that area would need to be applied no later than June.
 - The Board can consider doing a special meeting if this needs to be discussed earlier than May.

A MOTION WAS MADE TO ADJOURN AT 4:00 PM. THE BOARD WENT INTO EXECUTIVE SESSION.