

**HSIA BOARD MEETING
THE KEY SCHOOL
February 28, 2013**

BOARD MEMBERS PRESENT: Christian Elkington, TJ Hurlburt, Nancy Fulton, Kathy McFadden, Ray Sullivan, Helene Raven, Noel Gasparin, Bill Anderson, Tracy Stanley (Absent – Shannon Frece, Perry Geib)

ADMINISTRATIVE STAFF: Jean Somers, Jim Schwallenberg

GUESTS: Phil Jones, Kevin, Green, Mike Drucis, Jeri Singleton

Christian Elkington called the meeting to order at 7:00 pm. Quorum present.

MINUTES: Minutes approved as written.

TREASURER’S REPORT: Nancy Fulton reported that the P&H loan from hurricane rebuilding has been paid off. We have a new loan for the pier reconstruction. All budgets are good.

PRESIDENT’S REPORT: Christian Elkington reported on the following:

1. Watershed Restoration & Protection Act – designed to cut down watershed runoff. Provisions are in place to fund 5013c communities.
2. South River on the Half Shell – This annual event is scheduled for March 23 from 6-10 pm. There is a discount for members. Anyone on the board can purchase tickets under the HSIA membership.
3. Christian is starting a series of articles in the Sea Breeze on how HSIA is organized. The first of the series will be in the March Sea Breeze.
4. All agenda items are due the Friday before a meeting because agendas will be published prior to meetings.

BEACH: Christian Elkington reported for Kate Penn that we submitted requests for approval of permits for beach renovation. We hope to have permits by mid-May. Then we will go out for bids with a due date of mid-June. We hope to start renovation in July. HSIA must write some payment checks by June 30 because some funding is in FY2013. The Beach committee is making plans to keep the tot lot open. The renovation does not impact the west end of the beach.

PIERS & HARBOR: TJ Hurlburt reported that the pier reconstruction is going well. All pilings are driven and most excavation for the seawall is done. Electrical work is starting tomorrow. Dan Larian does not see any issues with the project and should be done by April 1. Some of the permitting and drawing was incorrect and bidding was done based on the drawings. The construction committee will submit changes line item by line item. This is a huge improvement and will last 30-50 years, so we want it done right.

POOL: Christian Elkington, Shannon Frece, and Mike Drucis met with the president and secretary of Black Walnut Cove to discuss an option of having Black Walnut Cove residents join

the Hillsmere Pool. The president said BWC is very interested in this option. Both BWC and Hillsmere residents' children go to Hillsmere Elementary School and many are also members of the Hillsmere swim team, the Hammerheads. This would be a one-year contract. If all goes well, it could be an unlimited contract in the future. Hillsmere Court is asking again if they can join the pool. Hillsmere Court does not have an hoa, and the agreement needs to be between two hoas.

WELCOMING COMMITTEE: Kathy McFadden was busy at Come And Get It Day. She met 14 new residents and some signed up for the Welcoming Committee. Kathy will have an article in the Sea Breeze about the Welcoming Committee.

KEY SCHOOL CAMP AND SWIM CLUB: Christian Elkington explained the attached Letters of Understanding for Summer at Key (Key Camp) and the Key Swim Club. These Letters of Understanding provide information and conditions for rental and use of the Hillsmere pool facility. Summer at Key is from June 24 to August 2, excluding July 4 and 5, from 9:15 to 10:45 am. One change for this year is an agreement with Key School that HSIA reserves the right to install and operate one lap lane from 9:15 to 10:45 daily for limited use by the regular membership for exercise. **Kathy McFadden motioned the Board approve both Letters of Understanding for Key Camp and Key Swim Club. Helene Raven seconded the motion. Vote taken – unanimously approved.**

RULES CHANGE FOR PIERS & HARBOR:

1. Christian Elkington presented the Boat Park Rules revised Jan 2013 with proposed changes (attached). The revision is to make all dates consistent. **Nancy Fulton motioned the Board approve the Boat Park Rules as amended. TJ Hurlburt seconded the motion. Vote taken – unanimously approved.**
2. Christian Elkington presented the Dinghy Rack Rules revised Jan 2013 with proposed changes (attached). The revision is to make all dates consistent. **Ray Sullivan motioned the Board approve the Dinghy Rack Rules as amended. TJ Hurlburt seconded the motion. Vote taken – unanimously approved.**

TJ Hurlburt wanted to recognize the late Fred Hickman who revised the Boat Park and Dinghy Rack rules.

NEW BUSINESS: Change Order for the Pier Reconstruction – Christian Elkington reported that the first portion of the change order for the pier reconstruction was approved because it would have delayed the project. An email was provided to Dan Larian and TJ signed the change order on the drawing. Below is \$32,000 in changes. TJ reported as follows:

1. Line Item #1 -- \$12,200 – BayLand spaced pilings differently from one side of the dock to the other side of the dock. Eight piling added to match each side. Added bump up under dock for electrical and plumbing conduit and supports.
2. Line Item #2 -- \$6680 for the fill (#57 gravel), silt cloth between old and new wall.
3. Line Item #3 -- \$7900 pilings to keep boats separated
4. Line Item #4 -- \$2700 – BayLand put two piling at 12 foot spacing. Need deadman placed. Add two new pilings and 2 10-foot tie rods.
5. Line Item #5 -- \$2200 for additional cribbing at 5 foot intervals to keep structure to code.

Electrical has not started yet. This should be all the changes from Dan Lorian. We still might have changes from the electrician. Most of his work is underground. **Christian Elkington motioned the Board approve the Change Order dated Feb 23, 2013 as submitted by Dan Lorian. Nancy Fulton seconded the motion. Vote taken – unanimously approved.**

PROPERTY MANAGEMENT: Christian Elkington reported on the following:

1. Rain Garden Maintenance Schedule – Christian recommends we get professional maintenance of our rain gardens at the pool and beach. **Christian Elkington motioned the Board approve \$5000 in the FY2013 budget and \$7000 in the FY2014 for rain garden maintenance. Kathy McFadden seconded the motion. Discussion – more spots in Hillsmere are to be identified for possible grants. Vote taken – unanimously approved.**
2. Removal of off shore rock -- \$550.
3. Grading -- need more bids for area between swing set and large pavilion.
4. Repair of border – NTE \$1200. Need to replace timber around the swing set area. **Kathy McFadden motioned the Board approve NTE \$1200 to repair damaged timber around swing set area. Ray Sullivan seconded the motion. Vote taken – unanimously approved.**
5. Permitting fees for the sandspit. The outside bulkhead near the beach at the sandspit is failing. **Nancy Fulton motioned the Board approved NTE \$2000 for permitting of sandspit area. TJ seconded the motion. Vote taken – unanimously approved.**

COMMUNICATIONS: Phil Jones presented the Communications Committee Recommendations 13-01, 13-02, and 13-03 (attached).

1. 13-03 Hillsmere History – **Kathy McFadden motioned that the HSIA President establishes a Community History and Documents Retention Committee and that the Community Historian be named Committee Chairman. Bill Anderson seconded the motion. Discussion – this is already the case. We have a Hillsmere Historian and she chairs the Committee.**
2. 13-01 Board Action on Community Votes – **Kathy McFadden motioned that the HSIA Board of Directors establish as Board Policy the discussion of actions raised by vote at community meetings as outlined in Paragraph 4 of the Communication Committee’s Recommendation 13-01 dated February 28, 2013 and that this policy be published on the HSIA Web Site. Bill Anderson seconded the motion. Discussion. Board members need to review this policy and comment so that the policy can be aggregated to see if a subcommittee needs to be formed. Motion withdrawn. Christian Elkington motioned 13-01 and 13-02 be reviewed by the Board and comments received and discussed at next board meeting. TJ seconded the motion. Vote taken – unanimously approved.**

There being no further business, the meeting adjourned at 9:15 pm.

Respectfully submitted,

Jean Somers
Administrator