

February 18, 1987

Dear Sea Pines Neighbor:

This is a brief report on the Facilities Management Board meeting held at the clubhouse on Saturday, January 31, 1987.

1. The FMB received a letter from an attorney representing Herb Lipson (D2) threatening to sue unless we remove a tree which allegedly had been installed without going through established procedures and which allegedly blocked a view of the water. The FMB voted to have the Grounds and Maintenance Committee negotiate a new location with the abutters.
2. The FMB discussed a letter from Herb Lipson (D2) to the Finance Committee requesting a review of Sea Pines finances prior to award of a new contract to the Managing Agent. The letter claimed that the Managing Agent had been receiving additional remuneration without the approval of the FMB. The question appeared to involve the percentage markup on maintenance personnel wages to cover fringe benefits and payroll burdens. A review of meeting minutes over the past several years indicated that these markups had been properly presented to and authorized by the FMB. Although a motion to require the Managing Agent to provide a detailed breakdown of his costs for the fringe benefits and payroll burdens at the end of each fiscal year was defeated, the Managing Agent volunteered to provide this information in the future.
3. Because the draft of the new agreement with the Managing Agent was late in arriving from our attorney, the FMB, with the Managing Agent's agreement, voted to continue with our current agreement until the FMB and the Managing Agent can review and agree on the details of the new contract. However, the financial provisions agreed upon at the FMB's September, 1986 meeting (and reported on in my letter of September 30th) will take effect on February 1, 1987.
4. The FMB voted to adopt a formal procedure for the budgeting process, which had been suggested and drafted by FMB Vice-Chairperson Betty Ann Liddle. The procedure details steps to be taken in the budgeting process with assignment of individual and committee responsibilities, along with dates for completion of each step.

Items 1 through 4 above cover the important events of the January FMB meeting. Here are some other items of general interest.

5. Our maintenance people (regular, part-time and contract) and our Grounds and Maintenance Committee did a superb job of snow removal in two major blizzards during February. The conditions under which they worked were most difficult, and we certainly appreciate their efforts.
6. A reminder for future snowstorms for those who keep their units open during the winter but visit on an irregular basis: please call the maintenance office in advance so that they can make sure your entrance is shoveled out. Of course, precedence is given to those who live here full time and then those who we know visit regularly on weekends.

7. Ernie Dillon, our TreasurerProtem, resigned on February 16th. We thank him for his service to Sea Pines. Fortunately, Past Treasurer Howard Morris has agreed to accept the position of Treasurer for the remainder of the Association year; Howard's appointment is subject to the approval of the FMB at its next meeting.
8. Vera Fields and the Clubhouse Interior Committee have done a fine job (with limited funds) in starting to refurbish the clubhouse, beginning with a paint job and new carpeting. We certainly appreciate the time and work these people put into this project.

Best regards,



Frank W. Pease, Chairman  
Facilities Management Board  
Sea Pines Condominium