**2020 Board of Directors
Meeting Minutes**

**Meeting Date: December 8th, 2020 Start Time: 1:30 PM**

**Location:** Zoom Meeting

**Attendees:** Deb Allen, Scott Outlaw, Wendy Hughes, Mark Robertson, Leigh Simmons, Glenn Withers, Clif Cheek, Gayle Hughes (Joined late)

***Not in Attendance:***Ida Moon

**Agenda:** Call to Order

Approve Agenda

Opening Comments

 Approve Minutes from November Meeting

Financial Report

Committee Reports

 Concert Committee

 Membership Committee

 Discount Cards

 Parade Committee

 Yard of the Month

 Light up the Causeway

 Communication Committee

 President’s Letter

Old Business

 Definition of Parcel

New Business

 2021 Calendar

 2021 Budget

Adjourn

1. **Call to Order:** President Mark Robertson called the meeting to order at **1:30 PM**.
2. **Approve Agenda**: 1st by **Scott Outlaw**; 2nd by **Deb Allen**. Motion Carried with Unanimous vote.
3. **Opening Comments:** Mark Robertson did not have much to report since the last meeting on November 20th. Scott Outlaw said that he had contacted Joshua Phanco of Watts Law to send a letter to former Board members of the OIPOA to return all OIPOA property that was still being held by these former BOD members. Some former Board members had not replied or returned the property after many emails requesting that they do this.
4. **Approve Minutes:** Scott Outlaw asked to wait to approve the November 13th meeting minutes until the next meeting as there were grammatical errors on the existing November 13th Meeting Minutes that he had not corrected. Scott also stated that he had not yet produced the November 20th Special Meeting Minutes. Scott Outlaw(1st) made a motion to table approval of the meeting minutes until the next called or scheduled meeting. Mark Robertson (2nd) seconded the motion. Motion carried unanimously. Clif Cheek made a motion that the meeting minutes from the special meeting on November 20th, 2020 go out for approval with the meeting minutes for the November 10th, 2020 meeting minutes. Scott Outlaw (2nd). Motion approved unanimously.
5. **Financial Report:** Mark forwarded financial documents he had just received from CAM the morning of December 8th, 2020. Mark mainly looked at the vendor transaction report to look at the checks written and deposited in the OIPOA Banking account. One correction was a check written to the OIBUMS that could not be cashed. That check was reissued to Debbie Norwood, so that she could disseminate the funds back to the OIBUMS group as Debbie had collected the money from the OIBUMS for sponsorship for the OIPOA 2020 Summer Concert Series. The main transaction for this period was a legal charge by Watts Law. Scott Outlaw and Gayle Hughes were added as signatories for checks issued by the OIPOA Board of Directors. Mark Robertson was lost from the meeting due to technical difficulties.
6. **Concert Report:** Wendy Hughes updated the Board on the status of the Concerts.She stated that she had posted on the various electronic platforms and sent emails to the Town that the OIPOA had cancelled the OIPOA summer concerts that would conflict with the Town of OIB’s new concert series.
7. **Parade Committee:** Wendy and Scott informed the Board that they had listened to the Ocean Isle Beach Town Commissioners Meeting that morning. The Town Commissioners had tentatively approved the permits that Mark Robertson had submitted the 4th of July and Annual Christmas Parade with the following caveats. Mark was to work with police Chief Ken Bellamy to modify the permits so that the staging point would be the DRAPAC property that is adjacent to the new Town Park. Mark will work with the Chief to make the adjustments to the Permits. Mark is also to coordinate with the Town as to the Town for the 4th of July Parade.
8. **Communications:** Wendy stated that she was ready to have the 2021 OIPOA membership forms posted on the OIPOA website. She also stated that she was going to post the October 13th, 2021 OIPOA minutes. Wendy is to add an announcement that the OIPOA has cancelled their 2021 Summer Concert Series. Scott Outlaw felt that the OIPOA mission statement should be the Preamble of the OIPOA Bylaws and that should be on the website.
9. **Membership Committee:** Wendy stated that the 2021 Discount cards were at the printers. She stated that we had lost some vendors from 2020, but added new ones for 2021. She stated that she was in the process of adding the 2021 membership form to the website. Wendy stated Mark Robertson needed to prepare the President’s Letter to go out with mailed membership forms. Wendy is trying to get Wendy Barbee to give the her a list of parcels and owners to target for membership. Mark Robertson was able to reconnect to the meeting. Gayle Hughes was able to join the meeting. A long discussion was held about what the contents of the President’s letter. It was decided that Mark would seek input from all the members of the board in the near future as to what he would state in this letter.
10. **Light Up the Causeway:** Leigh Simmons “Light Up the Causeway” Christmas lights Campaign she had proposed had been successful. Leigh said that 17 businesses had participated and all the rental companies with the exception of one had participated. She stated that the Town had not decorated Town Hall to participate. Wendy Hughes stated she would like to give a certificate for all the businesses that participated. Cliff Cheek proposed creating an award for the businesses that did the best job of Christmas Lights. Glenn Withers had to leave the meeting.
11. **Yard of the Month:** Leigh Simmons proposed that the OIPOA BOD start a yard of the Month Program. Gayle Hughes volunteered to assist Leigh with getting this started during the month of December. Gayle suggested getting other volunteers to assist with dividing the island up into zones. They will work out the details of how to designate the yard and make it such that the once a yard has been chosen that yard will be ineligible to receive the award for two years after winning the award.
12. **Old Business: Definition of a Parcel:** A discussion was made in trying to define what constitutes ownership of island property that had been tabled in the November 20th Special Board Meeting. After another short discussion with major input by Clif Cheek, it was decided that the proper way to define a parcel would be to define a parcel as by using the Tax Parcel ID for the parcel. This should answer the question of fractional ownership for a property. There may be multiple deeds for a single home for fractional ownership but there is only one Tax Parcel ID in a fractional ownership situation. By using the Tax Parcel ID this will result in one vote for any parcel at any OIPOA election. Fractional ownership results in one Tax Parcel ID for the property. A single-family home results in one Tax Parcel ID. Each Condo in a complex has its own Tax Parcel ID, therefore each condo and its Tax Parcel ID will have a vote. All fractional owners in a Tax Parcel ID will have one vote to represent that property. However, all members of that fractional ownership will be allowed to purchase OIPOA Discount Cards for an extra $5.00 past the two given out with a membership for the Tax Parcel ID.
13. Due to meeting running long and other outside commitments, it was agreed by all to forego the discussions on New Business.
14. **Adjourn:** Motion to adjourn the meeting was made at **3:15 PM** 1st by **Scott Outlaw;** 2nd by **Mark Robertson.**

*Minutes recorded by Scott Outlaw, Secretary*