

Sea Pines Homeowners Association

February 12, 1990

Dear Homeowners,

At the last meeting of the F.M.B on January 27, 1990, the Board met in executive session to discuss several issues. One of the primary concerns was the hiring of Sea Pines Maintenance Personnel to do personal work for homeowners. Mercantile Property Management and the Board were ready to allow this action if certain requirements were met. As yet all these requirements are not agreed upon. However, homeowners may employ Sea Pines Maintenance Personnel with the following understandings and your cooperation:

1. Please make appointments for tasks or jobs to be done with maintenance personnel before 8:30 and after 5:00 on weekdays, Saturday or Sunday.
2. Please do not use the Sea Pines site phone to make appointments. You may wish to leave a note for personnel to contact you. There are maintenance offices in Phase I and IV.
3. I wish to alert you that neither Mike or Jeff have liability insurance. Mercantile and Sea Pines insurance does not cover either of them if they are undertaking any task or job for you personally. Anything you pay or tip them for is at your risk, re, liability.
4. I also wish to remind you that anyone you contract for a job to be done, Sea Pines or others, should carry liability insurance.
5. If you have or see a job that needs to be done or in an emergency please call Mercantile Property Management at (508) 888-1885. They have a beeper system and Mike may be reached any place on the grounds or at home. A regular "problem" request will be put on the work list and of course, an emergency answered immediately. Please do not call the Sea Pines office in these cases.

I would like to remind you that the Sea Pines Board hires (contracts) a management agency to carry out carefully delineated business of the association. The management agency in turns hires and supervises the maintenance personnel. In working with personnel, the agent meets with the Grounds and Maintenance Committee (a committee appointed by the Board) and sits in on and reports to the Board at its meetings. The Board does not hire maintenance personnel.

At the regular meeting of the F.M.B. on the 27th the Grounds and Maintenance Committee urged everyone to be sure covers are securely placed on trash barrels to avoid infestation by rodents. Also since we are concerned with the capacity of the septic system at Sea Pines, please use your garbage disposal frugally!

Please, remember to make out <sup>6</sup>your monthly maintenance fee check to Sea Pines Homeowners Association and send it to Mercantile Property Management. You should have received three addressed envelopes.

The Exterior Structure Committee, Joe Herlihy, Chair, presented an extensive report with recommendations from the Committee that included such areas as legal, architectural and aesthetic considerations. The Board discussed this report and asked Joe to present a policy statement at the next Board Meeting (March 31).

I am looking forward to a quick trip to Scottsdale, Arizona next week. I will try to soak up the sun for those of you residing at the Cape!

Regards,



Elizabeth Ann Liddle, Chair  
Sea Pines Facilities Management Board