

Diamondhead Country Club and Property Owner's Association Board Meeting Agenda
January 17, 2022 – 6pm
Diamondhead City Hall, Diamondhead, MS

Call to Order

Roll Call, Verify Quorum

Pledge of Allegiance

Approval of Minutes of 12/20/21

Approve/Amend Meeting Agenda

Presentation –

President's Report

Committee Reports

General Manager's Report

POA Members Comments on Agenda Items (limit 3 min. per person-must sign up ahead of time to speak)

Unfinished Business

Regular Agenda

1. 2022-01 – Motion to approve Guidelines for Instructors Using Diamondhead Amenities
2. 2022-02 – Motion to approve the purchase of a back line fryer for the Club kitchen, not to exceed \$1500
3. 2202-03 – Motion to approve purchase of 2 replacement benches for the front door to the Club

POA Members Comments on Non-Agenda Items (limit 3 min. per person) –

Adjourn

Regular Agenda Supporting Information

1. 2022-01 – Guidelines for Instructors Using Diamondhead Amenities

GOAL OF THE PROPOSAL: There will be consistency in safety, payment for use, and quality instructions provided to members by having consistent guidelines throughout the POA amenities.

FINANCIAL IMPACT: None – instructor pay is already in budget

Guidelines for Instructors Using Diamondhead Amenities

Revenue from lessons, clinics, tournaments, etc. will be collected and recorded through the Golf Shop or other POS systems located at the amenity or the club which are set up to capture the necessary data.

These guidelines are not meant to change the arrangements currently in place as to the distribution of the monies paid for instruction. Monies due to instructors will be paid to them in a timely fashion either by paycheck or Accounts Payable check depending on accounting department policies and government regulations.

All instructors and coaches, including but not limited to Golf and Tennis Professionals must be vetted through the POA HR Department prior to performing any instruction on POA property. This would include a background check, drug test and any other requirement deemed necessary to protect the POA.

A hold harmless agreement indemnifying the POA from any liability due to the actions of the individual offering instruction must be completed prior to initial instruction. In addition, proof of Liability Insurance in the form of a Certificate of Insurance naming the POA as an additional insured with notice of cancellation or nonrenewal is required.

Instructors may be required to pay a monthly fee for use of the Diamondhead property and/or equipment. Guidance in this area can be obtained from the General Manager. The current Diamondhead Golf Academy Director of Instruction and the current Tennis Professional are exempt from this requirement.

CPR certification may be required of instructors. At a minimum, instructors should be aware that the Diamondhead POA has a portable defibrillator, and instructors should be aware of its location and use.

Instructors should be aware that their actions reflect on Diamondhead and the POA, and will treat clients and guests in a courteous and thoughtful manner at all times. Violations in this area will be dealt with through the General Manager and at his discretion. Drug and alcohol misuse may result in immediate cessation of all instruction privileges without notice.

Regulations regarding instruction are fluid and are subject to change by the POA Board of Directors.

2. 2022-02 – Back Line Fryer

GOAL OF THE PROPOSAL: To handle the increased volume of dining and also the increase volume in the special events.

FINANCIAL IMPACT: Not to exceed \$1500.00 (Quote of \$1434.82 provided with original proposal)

3. **2022-03** – Replace 2 benches in front entrance to Club

GOAL OF THE PROPOSAL: Current benches have broken but were repaired to the best of the maintenance department. Need to purchase new ones since current benches are at the end of the life cycle.

FINANCIAL IMPACT: Not to exceed \$2,110.00

Minutes for Approval –

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
DIAMONDHEAD COUNTRY CLUB AND PROPERTY OWNER'S ASSOCIATION, INC.
December 20, 2021

A meeting of the Board was held at 5000 Diamondhead Circle, Diamondhead Mississippi. President Knobloch chaired the meeting and called it to order at 6:00 P.M.

Present were President Knobloch, Vice President Gillen, Treasurer Rayner, Secretary ProTem Kinsley, Director Becker, Director James, Director Nutting, Director Ramirez, and Director Tauzin. Absent: Secretary Sislow, Director Ertel, and Ex-Officio Marthouse. Also present were GM Abadie and 7 members.

APPROVAL OF MINUTES – A motion to approve the minutes of the 11/15/21 meeting was made by Director Nutting and seconded by Director James. The minutes were approved unanimously.

APPROVAL/AMEND MEETING AGENDA – A motion was made to approve the agenda. The motion passed unanimously.

PRESENTATIONS – None.

PRESIDENT'S REPORT – President Knobloch provided his report.

COMMITTEE REPORTS – *House/Club Committee, Administration Committee* had no report. *Recreation Committee* reported discussion of growth in pickleball and impending repairs to courts near the Club, approved rates for tennis, pickleball, croquet, pool use, and planning summer camps that would include multiple amenities. *Golf Committee* reported work proceeding on sand traps, asking members to rake the traps, Golf Shop carrying credit into 2022, Beat the Pro tournament planned, discussed broken window issues, and playing from private property. *Airport/Marina Committee* reported meeting with residents regarding clean-up of

personal property on the taxiways, and the City manager reviewed possible drainage improvements. *Safety Committee* reported plans to meet in 2022. *Grounds Committee* reported many improvements made as requested.

GENERAL MANAGER’S REPORT – GM Abadie gave his report including financial data.

POA MEMBERS COMMENTS ON AGENDA ITEMS – None

UNFINISHED BUSINESS – none

REGULAR AGENDA –

1. Resolution 2021-01 – Motion to approve the Resolution 2021-01-POA Admission Fee (Attachment “A”) was made by Vice President Gillen and seconded by Director Nutting. Knobloch, Gillen, Baker, James, Nutting, Ramirez, and Tausin voted for the motion; Rayner opposed the motion. The motion passed.
2. 2021-40 – Motion to approve the POA Membership Fee Rate Schedule 2022 was made by Vice President Gillen and seconded by Director James. Knobloch, Gillen, Baker, James, Nutting, Ramirez, and Tausin voted for the motion; Rayner opposed the motion. The motion passed.
3. 2021-41 – Motion to replace control panel in Pine Course Pump House for not to exceed \$14,000 was made by Director Becker and seconded by Director Nutting. Knobloch, Gillen, Baker, James, Nutting, Ramirez, and Tausin voted for the motion; Rayner opposed the motion. The motion passed.
4. 2021-42 - Motion to approve low and best bid to demolish marina piers 1 and 2 for not to exceed \$108,700 made by Vice President Gillen and seconded by Director Nutting. Knobloch, Gillen, Baker, James, Nutting, Ramirez, and Tausin voted for the motion; Rayner opposed the motion. The motion passed.
5. 2021-43 – Motion to approve the 2022 Sliver Slipper Agreement for one year made by Director Becker and seconded by Director Nutting. Knobloch, Gillen, Baker, James, Nutting, Ramirez, and Tausin voted for the motion; Rayner opposed the motion. The motion passed.

POA MEMBERS COMMENTS ON NON-AGENDA ITEMS – None

NEXT MEETING – The next scheduled meeting of the POA Board will be on Monday, January 17, 2022, at 6:00 P.M. at the Diamondhead City Council Chambers.

ADJOURN – A motion was made by Director James and seconded by Director Tausin to adjourn the meeting. The meeting adjourned at 6:37PM.

Respectfully submitted,

Nancy Sislow
POA Board Secretary
For Sue Kinsley, Secretary ProTem

Approved on

Diamondhead Property Owners Association, Inc.

WHEREAS, in order to ensure the financial stability of the POA, it is necessary for the POA to adopt policies and by-laws to address the rising numbers of members who fail or otherwise refuse to pay dues, and to incentivize new developments to join the POA. Therefore, the Board of Directors does hereby make and adopt the following policy changes, effective January 1, 2022.

ADMISSION FEE

1. Any purchaser of a property which is in good standing with the POA shall be required to pay an Admission Fee in the amount of \$200.00. In order to obtain the fee waiver, the prorated dues for the remainder of the calendar year must be paid at closing. Should the property transfer occur after September 1 of the calendar year, the new property owner may choose to pay the remaining prorated amount for that calendar year plus the entire dues for the following year at the prevailing rate at the time of transfer.
2. Any purchaser of property within any area or subdivision that currently is, or has at any time been, subject to membership in the POA, but which is no longer in good standing for failure to pay dues, fees, or fines, shall be required to pay either the unpaid dues /fees on the account or a non-refundable Admission Fee in amount of \$ 2,500, whichever is the lower amount, prior to being granted privileges of the POA. This provision shall apply to any subsequent owners of such property, residence, or business.
3. Should the developer of any such subdivision on property that is un-platted and/or not subject to compulsory membership in the POA want to include the development in the POA and require each property owner to join the POA as a covenant running with the land, the developer should contact the POA to discuss options.
4. For any purchaser who is the owner or resident of any property situated within any un-platted area or subdivision of Diamondhead whose membership is not compulsory, and who wishes to join the POA, there shall be a non-refundable Admission Fee in the amount of \$2,500.