

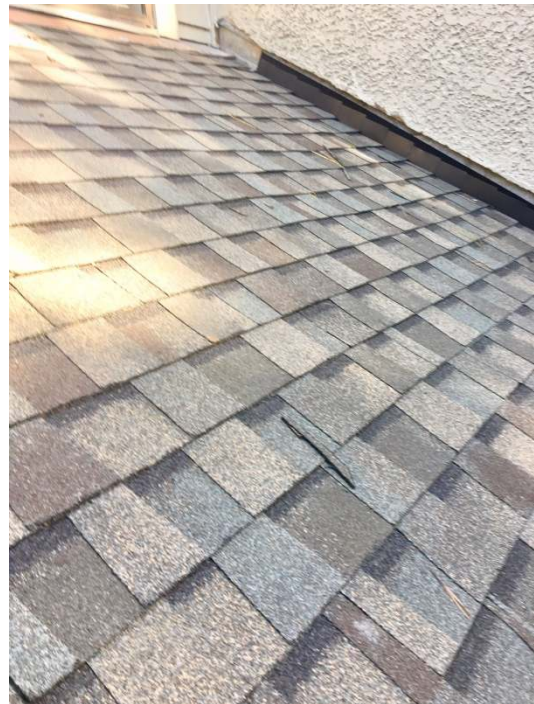
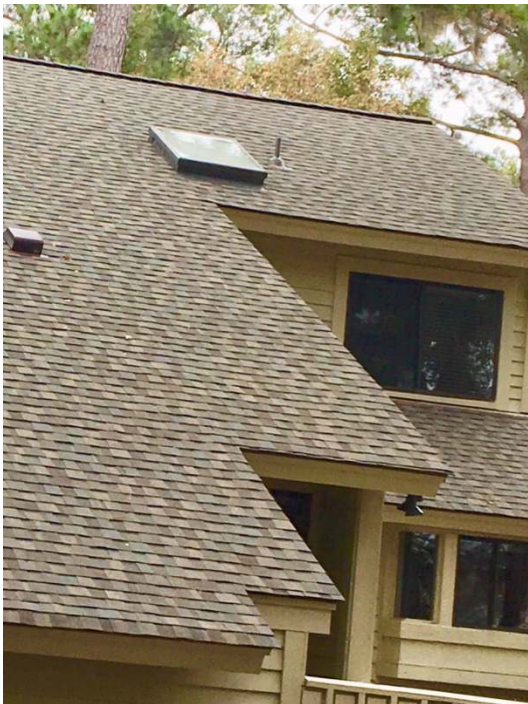
SWALLOWTAIL AT SEA PINES OWNERS ASSOCIATION
c/o THE CLUB GROUP
PO BOX 6989
HILTON HEAD ISLAND, SC 29938

The Board of Directors of Swallowtail at Sea Pines Owners Association met for the regular Spring Board Meeting and Annual Owners Meeting on Hilton Head Island on May 15 and May 16, 2018.

The following summarizes the discussions and decisions resulting from those meetings.

Major Capital Project Updates:

1. **Painting and New Roofing of the Buildings:** These two projects are now complete with the completion of installation of new architectural shingles on the villas. While the “look” of Swallowtail is essentially unchanged, the new siding color and new shingles are a definite upgrade visually.

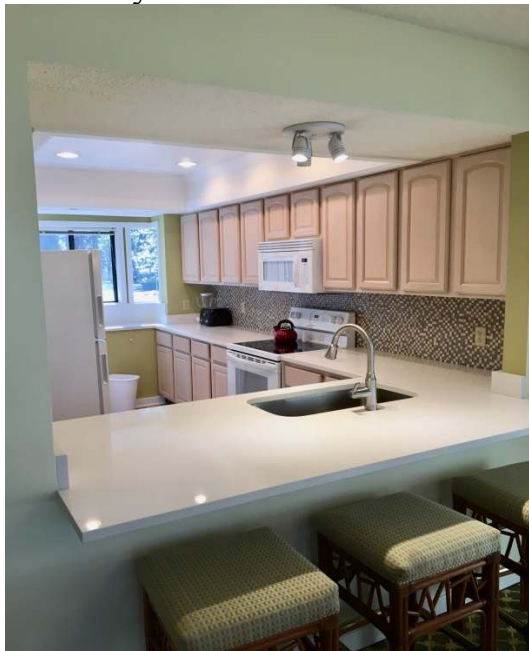


2. **New Coded Entry System and Check-in Procedure:** The new coded entry system is now in place and working. Here are some important points about this system:

- a. Starting in the near future, prior to your arrival date the initial entry code will be e-mailed to owners in advance of their check-in, thus eliminating the trip to Harbour Town to obtain keys. Accordingly, it is very important that The Club Group have owners' accurate and current e-mail addresses.
- b. The initial code will **not** open the door until after 4pm on the Friday check-in date. So plan your travel and initial grocery shopping accordingly to arrive at Swallowtail after 4pm.
- c. After using the code supplied to you to open the door, you will have the opportunity to change the code to something that your family can easily remember. The new code will then be valid for the remainder of your stay.
- d. It should be noted that access to the pool is also managed by the code system—with a separate unique code which will be supplied to you in the villa.

Kitchen Renovation Project

The next major renovation project is the renovation of the kitchen. As a reminder, the goal of this project is to ensure that the appliances match each other, the replacement of the counter tops and backsplashes, work on the cabinet faces as necessary and replacement of the tile from the entry through the kitchen as necessary.



The first step in the project is to ensure that the crawl space under the villa is structurally and environmentally sound. There is batt insulation under the entire first floor between the floor joists. Some of that insulation in some units is still suffering from water infiltration during Hurricanes Matthew and Irma; therefore that insulation will be replaced. At the same time, any compromised floor joists under the first floor decking will also be replaced. Thus a solid foundation will be established to allow for the installation of new vinyl flooring in the entry and kitchen where necessary.

A model kitchen has been completed and will be available in general for owners to tour between 11am and 3pm on Fridays. Further details on the model unit will be available at the Front Desk and owners should check as the hours may change depending on the occupancy of the villa.

Special Assessment Billing

The installation of the second grill area, the repainting and reroofing of the villas, the new keyless entry system, and the new kitchen are all linked to your Board of Directors' philosophy of the necessity of constant improvement to the Swallowtail experience. There is, however, a cost to all of this work and accordingly, as previously noticed, your Board of Directors has approved the billing of two special assessments of \$75.00 per week owned, one to be paid by 7/31/2018 and one to be paid by 7/30/2019. These special assessments will flow directly to the capital projects and will enable us to mitigate any impact on the annual maintenance fee billing.

2018 Annual Meeting

At the Annual Meeting, Charles Heinz and Wes Rogers were re-elected to three year terms running from 2018 to 2021. The officers remain unchanged as:

Charles Heinz, President
Theresa Adams Thomas Vice-President/Secretary
William McKernan, Treasurer
Jimmy S. Jackson, Member
Wes Rogers, Member