

***Schieveling Plantation  
Home Owner's Association***

**Meeting – September 6, 2003 – 9:00 am, Location: Clubhouse  
Minutes**

Meeting conducted by current President: Jamie Drolet, 2003-2004

1. The meeting was called to order at approximately 9:05 a.m., attendees were reminded to please sign the attendance sheet. Jamie also requested e-mail address of all members. There were 31 members present.
2. Corrections to minutes of June 21, 2003:
  - a. New Business – Corrections to Welcoming Committee members should read Mary Poole instead of Mary Magnum.
3. Jamie welcomed the new members and thanked them for attending this most important meeting.
4. Officers were introduced to new members.
5. Special Thank You's were given to the following members for outstanding service to the community:

**Gordon Locatis** – Fixing a sewage problem at the clubhouse.

**Joe Lockhart** - for fixing street lights/lamps that had been run over.

**Dave Hallam** – helping with the Broken Lights as well.

**Heather Fullerton** – for dealing with the foxes and helping to get rid of them, along with 4 raccoons and 2 possums.

**Mr. Timmons & Gosnell Construction** – for removing entrance signs and cleaning common areas

**Welcoming Committee** – for the wonderful and complete directory and organizing community social

**All Officers** – for time and efforts in organizing and getting things together for the upcoming year

**All Committee Members** – for getting committees organized and on track to accomplish big things for Shieveling Plantation Home Owners

6. New Members were introduced:

Glynn & Michelle Swain – 1028 Blockade Runner Court

Melissa & Barry Kovacevic – 635 Fair Spring Drive

Brian, Talley & Joyner Shull – 675 Fair Spring Drive

Anna Greta Taylor – 668 Fair Spring Drive

Kevin Phipps – 636 Fair Spring Drive

A special thank you was given to Mr. Kevin Phipps for being an excellent example for the other builders in the area. Mr. Phipps is his own contractor and is doing an excellent job of conforming to all the restrictions and covenants enforced on builders in our community.

### **OLD BUSINESS:**

1. Topic was discussed about contractors using trash containers during building. A letter from Jamie will be sent to all contractors in the community with a summary (paraphrase) of rules that must be met while building in Schieveling Plantation.

2. Committees have been formed and are a work in progress. Some committees still need some direction and this will be a goal during the next two months. Jamie prepared a business plan with mission, vision and objectives as a guide for each committee. The following changes were made to each committee:

**ARB** – Reappointed Jamie Drolet as member

**Grounds/Maintenance** – Members added - Arthur Smalls, Joe Lockhart, Gordon Locatis, James Poole, Paul Burn and Mariano Porceddu

Discussion about the dead grass and need to treat. Contractor responsibility. Paul Burn made some excellent suggestions concerning the upkeep of the grounds. No need for sprinklers to be running since we have had so much rain. It was also noted that the pine straw in the commons areas needed to be replaced. It is included in the contract and is schedule to be completed in September.

Any other residents interested in serving on any committees please call Jamie.

3. The need for ARB was discussed and explained to the members at large. **Main purpose is to maintain our property values!! – continue character and style for Shieveling Plantation. To promote a harmonious and cop esthetic and happy community.**

4. Fences and permits for new fences were discussed. The ARB will approve the following types of fences: natural or white painted wood fences – 4’ open pickets; wire mesh with natural plants covering like fence at entrance; Arboreal fence – made out of trees or plants. Natural pressure treated wood as long as it matches deck; metal/brick fence like around pool will be accepted for review. Lots along Highway 61 are allowed 6’ high privacy fence to block noise from highway. It is the goal of the ARB to keep all fences as consistent as possible.

5. ARB – There is a fee and application that must be completed and presented to the ARB prior to installation of any fences or changes to any construction. Applications and guidelines can be obtained from Bob Jones.

6. Compliance Committee – Attendance was low and more volunteers are needed. Mariano Porceddu and Talley Shull volunteered to be on this committee.

7. Still waiting on financial statements from Gordon Timmons. Bob still has not received checkbook or financial statements from Mr. Timmons. The goal is to have this transition completed by the end of December so that our Treasurer can control the money for the HOA. Mr. Timmons is currently paying all the bills and collecting all the fees.

8. The lock is broken on the Swimming Pool. The pool is currently only for use by the members and their guests. If you have guests at the pool, you must currently accompany them. Members discussed letting extended family members (guests) use the pool without being accompanied by residents. A recommendation was made that an identification tag be attached to the bathroom key and should be used by any guests you authorize to use the pool. You can challenge anyone that you do not know at the pool. This was tabled at the current time until an investigation into the insurance for the pool could be done. The insurance will dictate pool usage. **Pool hours are from 9am until 9pm for residents only.**

9. Clubhouse – Discussed clubhouse usage again. It was decided, by unanimous vote, that a new plan to help maintain the clubhouse was adopted. To use the clubhouse the following will apply:

- Debbie Wright will be in charge of the calendar. Call her for reservation requests. – Phone # 402-9848.
- At least two weeks notice is recommended.
- A deposit of \$175.00 will be required
- There will be a \$25.00 usage fee for each event
- A bulletin board will be purchased so that events can be noted

Cleaning Deposit will be refunded after inspection. Damages to the facility will be in addition to cleaning deposit. Renters will have opportunity to re-clean if failed inspection. List of contents and guidelines will be established prior to any scheduled functions at the clubhouse.

Usage fees will be used for the maintenance and improvement to the clubhouse.

We will check with Prudential about clubhouse usage and potential fees for usage.

Discussion continued about who could use the clubhouse and the insurance responsibilities. **This was tabled until clarification on insurance rules can be made.**

10. Prudential is now using office in clubhouse. This agreement was made to help them sell the 15 lots that they purchased and additional lots requested by builders.

### **NEW BUSINESS**

1. A motion was made to form a By Laws committee. Margaret Jones has been named to chair this committee but needs volunteers to help get the by laws researched and established for Shieveling Plantation. By Laws are needed because of the 11 topics needed clarification, only three are covered briefly in our covenants. By Laws establish guidelines needed to run an effective Home Owner's Association. Margaret will try to obtain By Laws from other communities like ours to use as a guideline. If you have any

ideas that would help with this endeavor, please call Margaret. Also anyone interested in serving on this committee, please call Margaret Jones.

2. Goals were established for the next 90 days:

- Obtain information on insurance
- Obtain financial records
- Enforce compliance by the current contractors.  
Contractor compliance will be the biggest challenge. Letter will be sent to each contractor in an effort to encourage compliance.

3. New Issues to address with contractors:

Drain pipes sticking out of grounds on new constructions.

Drainage retention fences for new construction

Trash from builders

Dead trees – Who is responsible – Builder or individual owner

Common Areas – Developer will be responsible until HOA takes over

Non-compliance – get name of contractor and call ARB – Report all specifics

Work hours are 8-5 Sat, 7-7 on Weekdays, no Sundays or holidays

4. Lot maintenance – It is individual owner's responsibility to maintain lot and keep grass and weeds cut. This applies to undeveloped lots as well as developed. Grass must be no higher than 6" at any time. A motion was made by Bob Jones to charge non-residents for maintenance of lots. The motion was seconded by Mariano Porceddu. A bill will be sent to non-residents along with copy of covenants discussing the requirements for maintenance of property.

5. Suggestions were presented on how to increase revenue for the HOA in an effort to keep your yearly fees to a minimum. The following suggestions were made. No decisions were made at this time.

License plates with the HOA (Schieveling Plantation Emblem) could be made and sold.

Tees Shirts could be made with a mascot for Shieveling Plantation.

A Community Yard Sale with partial proceeds going to the HOA.

Fees for the Clubhouse and Pool.

6. A motion was made to elect a Vice President to the HOA. The motion was seconded by Margaret Jones. No one volunteered; a candidate will be actively recruited prior to the next meeting. If you would like to volunteer, please contact Jamie Drolet.

7. Jamie made a motion to appoint the current officers as the Executive Council. The motion was seconded by Mariano Porceddu and was adopted by a unanimous vote. The Executive Council will consist of Jamie Drolet, President, Bob Jones, Treasurer, Debbie Wright, Secretary, and Chairman of each committee.

8. Everyone was invited to the community social planned by the Welcoming Committee on Sunday, September 7, from 4-6pm at the Clubhouse.

9. The next meeting will be in 60 days – and scheduled for the 1<sup>st</sup> Saturday in November. November 8 if not a holiday.

The meeting was adjourned at 10:40 a.m.

Debra L. Wright  
Secretary  
Schieveling Plantation HOA

Contact Information for Jamie Drolet:  
3007 Macbeth Creek Drive  
Hm: 402-0281  
Wk: 745-5883  
e-mail: [jdrolet@postandcourier.com](mailto:jdrolet@postandcourier.com)