

Schieveling Plantation HOA

Quarterly Meeting Minutes 11-11-18

This is a quarterly Schieveling Plantation HOA Meeting. The primary purpose is to approve the 2019 budget. The meeting began at 4:00 PM. A quorum of residents was in attendance in person. Others attended via live streaming through the internet.

In Attendance: Chris Gilbert (President), Aggie Ricks (Vice President), Denis Lesieur (Treasurer), Tricia Daughtry (Secretary), Linda Spates (Pool/Clubhouse Chair)

President Updates:

Day of Caring: Improvements had been made to the clubhouse and the playground. Those who participated were acknowledged and thanked.

Holiday Adult Party: Discussion ensued around what date would be best. At the end of the meeting, it was decided that the adult party will be held on December 15th.

Holiday Kids Party: C. Gilbert proposed showing the Polar Express on the blow-up movie screen the lot next to the pool on the December 8th around 6:00 PM, followed by a visit from Santa.

Longest Table: The City of Charleston is sponsoring this event to brainstorm ideas on how to make West Ashley better. It will be held at the Citadel Mall in April. C. Gilbert and D. Lesieur will attend. Everyone in West Ashley is invited. More information on that to come.

Street Signs: The city has replaced many of the old street signs in the neighborhood. The misspelled street sign (Blackade Runner instead of Blockade Runner) has been corrected.

Budget:

Denis Lesieur reviewed the budget for the 2019 Fiscal Year. He provided a document comparing the budget for the past 5 years. There has been little change in income over the past 5 years. The variance in the budget is primarily due to expenses. Most expenses are due to upkeep of the infrastructure, like repairs to the clubhouse, replacing equipment for the pool, and landscape maintenance, such as cutting grass, trimming bushes, and mulching the HOA owned properties.

The HOA spends an average of \$6000 to \$7000 on tree work each year. This year, the HOA spent almost \$8000 on tree work on and around the playground. It will cost about \$11000 to complete the tree work to the entrance next year. The tree work at the entrance has not been done in 10 years and there are issues with the trees that make it necessary to complete the work as soon as possible.

Because the neighborhood is 20-years-old, it is costing increasingly more to repair and maintain it. D. Lesieur would like to start planning for budgetary items in advance, so we can anticipate and prepare for them instead of always catching up.

In looking at this year's budget, it appears that we may have a small surplus at the end of the year. In the past, any budget surplus would go into savings but it does not appear that we will be able to do that this year and probably not going forward. It looks like we may just break even from year to year. As a result, D. Lesieur would like to propose that we consider increasing the annual dues so that we can put money into surplus/savings.

A resident questioned why the budget had a line item for when people have not paid their dues and why the HOA did not force residents to pay by putting a lien on the property or by terminating their access to the pool. This was discussed. Those penalties have been used in the past. Currently, there is only one resident who has failed to pay any of their dues and the HOA is taking all necessary steps against them to obtain payment.

Both the Contingency Fund and the Capital Account were discussed. The HOA receives \$150 from each real estate closing. That money goes into the Capital Account, causing the amount in that fund to fluctuate from year to year. The Contingency Fund will remain the same since we are not adding any money to it. There is also a playground fund which was used for the recent repairs. Information on the Special Assessment for the pool was also presented.

The 2019 budget was presented to the HOA. The biggest increase is the money needed to do the tree work at the front entry.

C. Gilbert asked for clarification on the Contingency Fund. D. Lesieur reported that we are required to maintain a minimum of \$25000 in the Contingency Fund in order to cover the deductible for our insurance. He also reported that the current amount required may actually be too low. If we had a hurricane or other big event, there is a possibility that we would not be able to cover the damage with the current insurance coverage. The Contingency Fund is also for emergency expenses.

The Capital fund is for large expenses that require a lot of capital. These are long-term, multi-year expenses, such as making improvements to the clubhouse or the empty lot next door.

C. Gilbert stated that he is fearful that if we do have a large expense, we won't be able to cover it. He said that we need to start thinking about raising the annual dues. A resident asked how that worked. It was discussed that we need to have a quorum, that the proposal needs to be presented at a convened meeting that has been planned for that purpose, and that 2/3 of the residents would need to agree to it. The same resident suggested adding it to the agenda for the next meeting so that we are not being short sighted in the needs of the neighborhood.

C. Gilbert talked about how he would like to continue to hold more neighborhood events to show all that the neighborhood has to offer. He discussed some proposed options for additional neighborhood events.

The 2019 budget was discussed again. L. Spates made a motion to approve the budget. The motion was seconded and approved by all. Nobody opposed.

It was agreed that the HOA will look at adding the increase in dues to the agenda for the annual meeting in May. The increase would not be able to be included until the 2020 fiscal year. Surplus can go into contingency or capital based on how you view the needs. Real estate transfer fees must go to the Capital Fund. That's how the bylaws are written. How much and when the dues increase would be proposed was discussed.

T. Daughtry presented the feedback she had received on paying for a credit card processing option to pay the annual HOA dues. The vast majority of those who responded to the email about this said that they did not want to add a payment method that would cost the neighborhood any additional money. Residents will continue to pay by check.

Maintenance:

Several maintenance items were completed during the day of caring. More will be completed on the weekend when the pool opens.

Architectural Review Board:

J. Lucas could not attend. He wanted to remind anyone who is planning on doing any major improvements to their property to check with him first, to ensure the improvement are in compliance with our regulations.

Pool:

L. Spates provided a pool update. She said that a repair to the pool had just been completed. She also said that our pool cleaning company only comes twice per week in the off-season. They have asked for our help in periodically emptying the skimmer baskets in the off-season, especially after a storm.

She reminded everyone that they need to clean up after themselves at the pool. There were a couple of incidents this past season during which residents had parties at the pool and left all of their trash behind for other people to pick up. This is not acceptable.

C. Gilbert asked about the consistency of the pool service. L. Spates said that during the season, they come every day to test the water. They come 3 times a week to clean. C. Gilbert expressed concerns that the pool was not properly maintained over the summer. He said the pool was often dirty and the water was not clear. Before next season, he would like to put out bids for another pool company. We will discuss this at the next meeting.

Clubhouse:

L. Spates said we have had several events at the Clubhouse. They were uneventful. A. Ricks has agreed to be back up clubhouse chair.

L. Spates thanked C. Gilbert for arranging the Day of Caring. She reiterated that Wayne Spates can no longer be maintenance chair. We need to be looking for a new one since this position is currently unfilled.

The fire extinguisher in the clubhouse kitchen will go in for the annual check-up soon.

Compliance:

L. Spates said that she is seeing improvements on her side of the neighborhood with compliance, especially with neighbors no longer parking on the street overnight. One resident said that there has been a Units storage unit parked for months in a neighbor's driveway. This should not be allowed. It is also causing those residents to park in the street. The HOA was informed that the garage has significant termite damage and the entire garage will need to be replaced. It is a rental property so The HOA will reach out to the homeowner and find out what the plans are for rectifying this situation.

Social Committee:

A. Ricks has agreed to be social committee chair. C. Gilbert said that he is willing to help out.

Newsletter:

T. Daughtry will add the people to the neighborhood email groups who are not receiving the emails. She will also send the email addresses to C. Gilbert to ensure they get the Newsletter.

Landscape/Grounds:

C. Hughes did not attend. D. Lesieur talked about the extent of the tree work to be done at the entryway.

Additional Items:

We will continue to pay dues by check.

We will get pine straw in the neighborhood soon.

A. Ricks asked for help with the social committee. L. Spates suggested that she ask for help with each event. Kelly Widner said he and his wife will help with the holiday party.

One resident wanted to be sure that all Veterans were recognized for their service.

Meeting adjourned at 5:10 PM.