

Schieveling Plantation HOA Meeting

May 18, 2023

HOA Board Members:

President: Matthew MacDonald

Vice President: Patrick Chaussard - absent

Secretary: Ellen Bollinger

Treasurer: Bryan Cordell

Residents present – included at the bottom of the document

AGENDA

- I. **Call to Order and Welcome** Matthew MacDonald
- II. **Review and Approval of November 30, 2022 Meeting Minutes** Ellen Bollinger
Approved - Linda Logan-Widner
Seconded – Joe Lucas
- III. **President's Update** Matthew Macdonald

Pool

- Fence repair around the pool caused by the tree falling on it in the last storm has been completed since last meeting.
- Blue Water had to spend extra time for cleanup.
- Thanks to the people who helped with setup pool furniture for 2023 season.
- Pool opened April 30, 2023
- We have not replaced the damaged furniture yet due to financial limitations.
- Thanks to Chuck Tremann for being pool chairman, some work has moved to IMC.
- New pool chair needed – Chuck will continue to check the pool house and other issues that do not require physical work.

Accomplishments

- Tree work, Bartlett removed 2 dead and one damaged tree.
- One set of porch steps repaired on the club house. All stairs need to be replaced as they are rotten underneath.
- Added azaleas next to the pool fence where the tree came down. Also the planter baskets on the clubhouse porch were filled
- Wayne pressure washed pool, porch and walkways.
- A lot of money is being spent on tree removal this year
- Bartlett has checked trees within the last week

To be done

- Steve looking into doing the window on the second floor of the clubhouse at his own expense
- Dixie's grandson can do pine straw for \$8.50 bale. We will check if this would save us some money or be able to do more landscaping

Schieveling Plantation HOA Meeting

Nominating committee

- Looking for 3 volunteers to form a nominating committee.
- Ellen cannot run this year for secretary since she has served two terms as secretary
- The nominating committee must present a list containing a nominee for each board position at the next meeting, June 22, 2023

By-Law Changes

There are five bylaw changes to vote on.

Home owners with outstanding balances or whose dues are not current are not permitted to vote.

One month to return ballot (May 18 – Jun22)

Discussion:

- An explanation letter and ballot have been emailed to each home owner. (attached)
- When voting on annual dues or assessment an explanation meeting and letter will be held and sent two weeks prior to the vote date.
- Use of absentee ballot – a concern was raised that permitting home owners to vote on financial matters without attending a meeting may cause issues. However, homeowners will have the ability to attend the meeting and read the explanation letter accompanying the ballot. It is the homeowner's responsibility to be informed when voting.

It was stated that the effort to get the bylaws changed started 15 months ago as a response to the community's request to permit more homeowners the opportunity to vote on financial matters. This vote to change the bylaws to legalize this request has been accomplished by the current board. No one who requested the change or was on the committee formed to make these changes to the bylaws were involved. The current Board listened to and responded to the community request.

IV. Committee Reports

a. Treasurer's Report - (2 budget pages attached)

The Board has included the projected income from the new transfer fee in the Budget.

Red numbers in the income section indicate money spent more than for budgeted for YTD.

Red numbers in the expense section indicate money spent greater than budgeted for YTD.

b. IMC Updates

Jessica Turner/ IMC

No letters for lawn debris are being cited.

Since it is spring requests to have houses pressure washed will begin.

Not a lot of compliance issues.

V. Adjourn

Schieveling Plantation HOA Meeting

Respectfully submitted,

Ellen Bollinger
Schieveling Plantation Board Secretary

Schieveling Plantation HOA
Quarterly Community Meeting

May 18, 2023

Name	Address/Company	Phone Nbr/Opt	Email Address/Opt
Barlene Mooman	540 Stem Butler Ct.	301-706-2569	barlene.mooman@att.net
Hinda Widner	600 FAIR SPRING		
Chuck & Gretchen Tremmer	414 Rhett Butler	343-0808	
Brian & Jaleen Shull	675 Fair Spring Dr.		
Craig Krush	543 Shem Butler Ct		
Joye Easther	419 Rhett Butler Dr	703-350-3134	
Ryan Ward	1036 Blockade Runner Ct		
Joe Lucas	601 Fair Spring Drive	8438307179	jluccs@kush.com
Ann Mathison	535 New Bald Co	200-304-9801	
Dee & Lee	694 Fair Spring Dr.	843-343-8909	
Wesley	610 Jan Springs	843-209-3071	
Bill Jones	"	"	
Gary & Janice Taylor	502 Shem Butler Ct		
T. R. Ford	608 Fair Spring		
Jim Brooks	3017 Macbeth Creek Dr	854-202-6906	jbrooks342@aerthlink.net

Schieveling Plantation



May 10, 2023

Dear Schieveling Plantation home owner,

Included with this letter you will find a ballot addressing five issues with our bylaws that affect the effective running of the community by the HOA Board. The current and previous Boards have been working with the lawyer to rectify these issues so the community can continue to pay its bills and maintain our beautiful community.

Issues 1 permits absentee ballots to be used for the financial votes associated with annual dues. Use of absentee ballots permit all home owners to have a voice in financial matters.

Issues 2 permits absentee ballots to be used for the financial votes associated with special assessments. Use of absentee ballots permit all home owners to have a voice in financial matters.

Issue 3 is to change the transfer fee, paid by those buying homes in our community, to match the industry norm. This fee does not affect the seller. The Board has obtained comparable fees from other communities to determine the change.

Issue 4 is to permit the HOA president to validate any community bylaw vote that needs to be filed with the Registrar's office.

Issue 5 is to permit the HOA president to validate any community covenant/restriction vote that needs to be filed with the Registrar's office and changes the percent of home owners required to vote from $\frac{3}{4}$ to the industry norm of $\frac{2}{3}$.

None of these issues will affect current home owner financial obligation to the HOA. The HOA Board does not see any down side to any of these issues for any home owner and requests positive vote from you for each of the five items.

We need $\frac{3}{4}$ of home owners ($\frac{3}{4}$ of 139 =104) to vote in the affirmative for each an issue for it to take effect. Please help us reach that number.

The vote will run from May 18 through June 22. Results of the vote will be presented at the next HOA community meeting on June 22, 2023

The ballot may be mailed to IMC (read the mailing instructions at the bottom of the ballots), delivered the HOA Secretary, or delivered at a meeting.

Respectfully your HOA Board,

Matt Macdonald – President

Patrick Chaussard – Vice-president

Ellen Bollinger – Secretary – ewbollinger@hotmail.com, 703-772-4289

411 Rhett Butler Drive, Charleston, SC 29414

Bryan Cordell – Treasurer

Schieveling Plantation Homeowner's Association, Inc.

3000 Macbeth Creek Drive

Charleston, SC 29414

May 10, 2023

Election Ballot

Owner name: _____

Date: _____

Owner Signature: _____

Address: _____

The above-named Owner hereby approves and ratifies the changes to the Bylaws of Schieveling Plantation Homeowner's Association, Inc., as amended, and the covenants, restrictions, and declarations ("Bylaws") that are marked "Yes" below, including pursuant Article VIII, Sec. 1 of the Bylaws and all other provisions of the governing documents of Schieveling Plantation Homeowner's Association, the covenants, restrictions, and declarations, and applicable law. The above-named Owner approves and authorizes this signed instrument, in whole or in part, be recorded to the extent required to effectuate changes to the Bylaws, and ratifies the corporate action(s) to the extent required by the governing documents and applicable law.

1. Proposal to change wording to Article V Section 3 of the Bylaws of Schieveling Plantation Homeowner's Association, Inc., the method of voting to allow an absentee ballot for the Annual Assessment. Please see the existing and proposed methods below.

_____ Yes

_____ No

Existing:

Annual Assessment

(b) From and after January 1, 2000, the maximum annual assessment may be increased above that established by the Consumer Price Index formula by a vote of two-thirds (2/3) of each class of members who are voting in person, at a meeting duly called for this purpose.

Proposed change:

Annual Assessment

(b) From and after January 1, 2022, the maximum annual assessment may be increased above that established by the Consumer Price Index formula by a vote of two-thirds (2/3) of Class A members who are voting in person at a meeting duly called for this purpose or via a signed absentee ballot (in a form specified and approved by the Board). An absentee ballot will be available at least two weeks before a meeting called for this purpose, and the ballot can be returned to the Secretary at any time before the meeting. Annual budget documentation, along with supporting justification for the annual assessment, shall be made available at least 30 days prior to the date of the meeting. At least two weeks before the meeting an open Q/A session is to be held to discuss any concerns from lot owners.

2. Proposal to change wording to Article V Section 4 of the Fifth Amendment to the Bylaws of Schieveling Plantation Homeowner's Association, Inc., the method of voting to allow an absentee ballot for a special assessment. Please see the existing and proposed methods below.

_____ Yes

_____ No

Existing:

Special Assessments

In addition to the annual assessment authorized by Section 2 of this Article, The Association may levy in any assessment year a special assessment, provided that any such special assessment shall have the assent of two-thirds of each class of members who are voting in person at a meeting duly called for this purpose. ...

Proposed Change:

Special Assessments

In addition to the annual assessment authorized by Section 2 of this Article, The Association may levy in any assessment year a special assessment, provided that any such special assessment shall have the assent of two-thirds of each class of members who are voting in person at a meeting duly called for this purpose or by absentee ballot (in a form specified and approved by the Board). ...

3. Proposed wording change to Article V Section 4 of the Fifth Amendment to the Bylaws of Schieveling Plantation Homeowner's Association, Inc., transfer fee calculation.

_____ Yes

_____ No

Existing:

....Upon the initial sale, and any subsequent resale, of each Lot, there shall be collected from the Buyer at closing the sum of \$150.00 as a contribution toward the capitalization fund. This requirement does not apply to Builders when they act as Buyers of lots that do not yet have homes built upon them.

Proposed change:

...Upon the initial sale, and any subsequent resale, of each Lot, there shall be collected from the Buyer at closing the sum of 1/2 of one percent of the sale price as a contribution solely to the reserve fund of the Schieveling Plantation Homeowner's Association, Inc.

4. Proposed wording change to Article VIII Section 1, "Duration," of the Bylaws of Schieveling Plantation Homeowner's Association, Inc.

_____ Yes

_____ No

Existing:

... Provided, however, this Declaration may be amended at any time if ten (10) days written notice of any proposed amendments or changes has been given to all the then Owners of residential lots in Schieveling Plantation, as shown on the subdivision plat which are subject to the provisions hereof and such proposed amendment(s) has been approved and an instrument signed by the then Owners of two-thirds (2/3) of said residential lots has been recorded, agreeing to change said covenants and restrictions in whole or in part. The Owner or Owners of lots shall have one (1) vote for each lot owned.

Proposed change:

... Provided, however, this Declaration may be amended at any time if ten (10) days written notice of any proposed amendments or changes has been given to all the then Owners of residential lots in Schieveling Plantation, as shown on the subdivision plat which are subject to the provisions hereof, and such proposed amendment(s) has been (1) approved by the then Owners of two-thirds (2/3) of said residential lots, and (2) an instrument signed by the Association President has been recorded verifying such approval to change(s) of the covenants and restrictions in whole or in part. The Owner or Owners of lots shall have one (1) vote for each Lot owned.

5. Proposed wording change to Section 46, "Duration and Amendment," of the Declaration of Covenants and Restrictions for Schieveling Plantation.

_____ Yes

_____ No

Existing:

Amendment shall be by written instrument, signed by seventy-five (75%) percent of the Owners (multiple owners of a single Lot shall have one vote among them and the Developer shall have one vote for each Lot it owns), provided however, that the proposed Amendment shall first be approved by a majority of the Board of Directors of the Association

Proposed change:

This Declaration may be amended at any time if ten (10) days written notice of any proposed amendments or changes has been given to all the then Owners of residential lots in Schieveling Plantation, as shown on the subdivision plat which are subject to the provisions hereof, and such proposed amendment(s) has been (1) approved by the then Owners of two-thirds (2/3) of said residential lots, and (2) an instrument signed by the Association President has been recorded verifying such approval to change(s) of the covenants and restrictions in whole or in part. The Owner or Owners of lots shall have one (1) vote for each Lot owned.

Balance Sheet by Fund

Posted 04/30/2023

Monday, May 15, 2023

6:15

Schieveling Plantation

		Operating	Reserve	Total
Assets				
<u>Bank</u>				
10100	Operating Checking - AAB	80,779.32		80,779.32
10200	Replacement Reserve - AAB		61,123.90	61,123.90
<u>Total Bank</u>		80,779.32	61,123.90	141,903.22
<u>Accounts Receivable</u>				
11100	A/R Association Fees	7,549.86		7,549.86
<u>Total Accounts Receivable</u>		7,549.86		7,549.86
<u>Prepaid Insurance</u>				
12100	Prepaid Insurance	7,733.64		7,733.64
<u>Total Prepaid Insurance</u>		7,733.64		7,733.64
<u>Total Assets</u>		96,062.82	61,123.90	157,186.72
Liabilities & Equity				
<u>Liabilities</u>				
20201	Advance Payments	2,300.08		2,300.08
20250	Accrued Expense	1,123.67		1,123.67
20600	Refundable Deposits	1,545.00		1,545.00
<u>Total Liabilities</u>		4,968.75		4,968.75
<u>Equity</u>				
30100	Retained Earnings - Operating	17,577.65		17,577.65
30500	Retained Earnings - Reserve		61,072.27	61,072.27
	Net Income/(Loss)	73,516.42	51.63	73,568.05
<u>Total Equity</u>		91,094.07	61,123.90	152,217.97
<u>Total Liabilities & Equity</u>		96,062.82	61,123.90	157,186.72

Schieveling Plantation
FINANCIALS
1/1/2023 to 4/30/2023

	Actuals Thru 4/30/23	2023 Annual Budget	Annual \$ Var	2023 Year to Date Budget	2023 Year to Date \$ Var	Budget Notes
Income						
Assessment Revenue						
50100 Association Fees	\$104,531.00	\$104,531.00	\$0.00	\$104,531.00	\$0.00	137 Homes at new HOA rate of \$763, which includes 9% CPI increase (rise from 7/21 - 7/22).
50411 Working Capital	\$300.00		\$300.00	\$0.00	\$300.00	
Transfer Fee (*new)	\$0.00	\$15,000.00	(\$15,000.00)	\$5,000.00	(\$5,000.00)	6 Homes x \$2,500. 6 homes were sold in 2022 by June at avg sales price of \$498,833. \$498,833 x .5% = \$2,494. Assume avg of 1 house sold every two months as conservative est.
TOTAL Assessment Revenue	\$104,831.00	\$119,531.00	(\$14,700.00)	\$109,531.00	(\$4,700.00)	
Other Revenue						
50505 Clubhouse Rental	\$1,250.00	\$1,750.00	(\$500.00)	\$583.33	\$666.67	IMC Advised not to budget IMC Advised not to budget
50601 Late Fees	\$1,813.19	\$0.00	\$1,813.19	\$0.00	\$1,813.19	
50603 Owner Fines	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
50605 ARB Income	\$0.00	\$350.00	(\$350.00)	\$116.67	(\$116.67)	
50701 Interest	\$5.18	\$0.00	\$5.18	\$0.00	\$5.18	
50900 Other Income	\$176.12	\$0.00	\$176.12	\$0.00	\$176.12	
50901 Daily Pass Income	\$2.09	\$0.00	\$2.09	\$0.00	\$2.09	
TOTAL Other Revenue	\$3,246.58	\$2,100.00	\$1,146.58	\$700.00	\$2,546.58	
TOTAL Income	\$108,077.58	\$121,631.00	(\$13,553.42)	\$110,231.00	(\$2,153.42)	
Expense						
Administrative						
60103 Management Fees	\$4,120.00	\$12,960.00	(\$8,840.00)	\$4,320.00	(\$200.00)	3% 2023 - \$1,080/2024 - \$1,135
60104 Legal Fees	\$0.00	\$2,500.00	(\$2,500.00)	\$833.33	(\$833.33)	
Reserve (or capital improvements)	\$0.00	\$19,000.00	(\$19,000.00)	\$6,333.33	(\$6,333.33)	Planned capital expenditures not included in clubhouse maintenance: Clubhouse painting (\$17,000) + Parking lot
60107 Professional Fees	\$0.00	\$2,250.00	(\$2,250.00)	\$750.00	(\$750.00)	
60107 Administration Fees	\$781.11	\$3,372.00	(\$2,590.89)	\$1,124.00	(\$342.89)	Approx \$221/mth BOD Write Offs
60108 Bad Debt Expense	\$713.50	\$1,000.00	(\$286.50)	\$333.33	\$380.17	
60118 Property Tax Exp	\$115.83	\$125.00	(\$9.17)	\$41.67	\$74.16	Based on 2022 Based on 2022
60119 Audit & Tax Prep	\$405.00	\$380.00	\$25.00	\$126.67	\$278.33	
60175 Hospitality Committee	\$0.00	\$500.00	(\$500.00)	\$166.67	(\$166.67)	
TOTAL Administrative	\$6,135.44	\$42,087.00	(\$35,951.56)	\$14,029.00	(\$7,893.56)	
Clubhouse						
60428 Clubhouse Maintenance	\$2,175.63	\$7,000.00	(\$4,824.37)	\$2,333.33	(\$157.70)	Higher than normal in 2022. Budget same as this year. Broken window and pool furniture from capital expenditures
TOTAL Clubhouse	\$2,175.63	\$7,000.00	(\$4,824.37)	\$2,333.33	(\$157.70)	
Insurance						
60200 Insurance Expenses	\$2,694.29	\$8,167.00	(\$5,472.71)	\$2,722.33	(\$28.04)	Anticipate higher renewal based on Natl data 15%. IMC proposed #.
TOTAL Insurance	\$2,694.29	\$8,167.00	(\$5,472.71)	\$2,722.33	(\$28.04)	
Landscaping						
60304 Landscaping Contract	\$6,600.00	\$19,800.00	(\$13,200.00)	\$6,600.00	\$0.00	Based on Contract
60441 Landscape Other	\$3,375.00	\$19,440.00	(\$16,065.00)	\$6,480.00	(\$3,105.00)	2022 Actuals: Drainage (\$20,250) + Tree Removal (\$11,050) + Other (\$4,054) 2023 Budget: Drainage (\$10,000) + Additional tree work (\$5,000) + Other
TOTAL Landscaping	\$9,975.00	\$39,240.00	(\$29,265.00)	\$13,080.00	(\$3,105.00)	
Maintenance						
60425 Playground Maintenance	\$0.00	\$500.00	(\$500.00)	\$166.67	(\$166.67)	Reduced expenses for 2023
TOTAL Maintenance	\$0.00	\$500.00	(\$500.00)	\$166.67	(\$166.67)	
Pool						
60305 Pool Contract	\$4,080.00	\$10,800.00	(\$6,720.00)	\$3,600.00	\$480.00	Per contract check for increase
60424 Pool Other	\$3,958.67	\$3,200.00	\$758.67	\$1,066.67	\$2,892.00	
60453 Pool Permits/Licenses	\$125.00	\$125.00	\$0.00	\$41.67	\$83.33	
TOTAL Pool	\$8,163.67	\$14,125.00	(\$5,961.33)	\$4,708.33	\$3,455.34	
Security						
60311 Security	\$704.25	\$1,408.00	(\$703.75)	\$469.33	\$234.92	\$352/Qtr
TOTAL Security	\$704.25	\$1,408.00	(\$703.75)	\$469.33	\$234.92	
Utilities						
60501 Telephone Expense	\$1,109.32	\$1,300.00	(\$190.68)	\$433.33	\$675.99	Approx \$502/mth + 3%
60503 Electricity	\$2,199.98	\$6,204.00	(\$4,004.02)	\$2,068.00	\$131.98	
60504 Water & Sewer	\$1,403.58	\$1,600.00	(\$196.42)	\$533.33	\$870.25	
TOTAL Utilities	\$4,712.88	\$9,104.00	(\$4,391.12)	\$3,034.67	\$1,678.21	
TOTAL Expense	\$34,561.16	\$121,631.00	(\$87,069.84)	\$40,543.67	(\$5,982.51)	
Excess Revenue / (Expense)	\$73,516.42	\$0.00	\$73,516.42	\$69,687.33	\$3,829.09	