

# Schieveling Plantation HOA Meeting Minutes

June 22, 2023

## HOA Board Members:

President: Matthew Macdonald

Vice President: Patrick Chaussard - absent

Secretary: Ellen Bollinger

Treasurer: Bryan Cordell

**Neighbors attending:** see Attachment A

## AGENDA

### I. **Call to Order and Welcome**

Review and Approval of May 18, 2023 Meeting Minutes

Matthew Macdonald

Ellen Bollinger

Approved: Aleksandra Scalco

Seconded: Larry Hudgins

### II. **President's Update**

Matthew Macdonald

#### **Drainage**

- Neighborhood cleanup behind clubhouse needed
- Patrick to report on his meeting with city. Patrick is not in attendance so will have his report at the next meeting

#### **Accomplishments**

- First application of treatment for Leyland Cypress at the end of Fair Spring performed by Bartlett.
- Tree work, Bartlett removed 1 tree in Marsh.
- Mulch (pine straw) applied by the Greenery.
- Clubhouse roof pressure washed - *Labor paid by Brush*
- Clubhouse door refinished - *by Wayne*
- New window ordered and replacement scheduled. - *Labor paid by Brush*
- Porch Steps repaired, temporary fix.- *labor by Matt Macdonald*

#### **Additional Maintenance and Enhancements we want to perform this year.**

- More mulch (pine straw) to complete project. Playground area, cul-de-sacs, and end of Fair Spring
- Repaint Clubhouse.
- Restore gravel parking lot and walkway.
- Replace damaged pool furniture.
- Add additional shrubbery and trees to entrance and around clubhouse.
- Rebuild clubhouse stairs, replace with composite.
- Drainage work, mostly cleanup. The city does not want us doing major dredging work

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## III. Committee Reports

### Nominating committee

- Ellen's term as secretary has reached the 2-year limit. The Nominating committee had been prepared to nominate a new secretary. Due to an unforeseen issue that nomination won't be offered. We will open it up to the floor for nominations for any position, but we have a desperate need for a secretary. No nominations from the floor.
- Election of the other three Board positions
  - President – Matt Macdonald – unanimous aye voice vote
  - Vice-president – Patrick Chaussard – unanimous aye vote
  - Treasurer – Bryan Cordell – unanimous aye vote

### Maintenance

- Clubhouse front window replacement ordered, includes building platform to work from and removing old water heater. – *Labor paid by Brush*

### Pool

Chuck Tremann will remain as chairman – as long as no heavy lifting required

- Pool Opened April 30, 2023
- Two tables and 2 chairs were damaged during the storm. We plan to replace damaged furniture at some point.

### Club House

Joanne Davis [Joanne7751@gmail.com](mailto:Joanne7751@gmail.com) or (843) 670-3284  
Report on clubhouse rentals.

- Bridge club on Wednesday morning using clubhouse.  
Discussion on whether fee should be charged.  
Rule of thumb is If community invited then don't have to pay.
- Before every paid event the clubhouse is cleaned.
- Question asked if an event which includes community invitation need to be signed by someone to take responsibility? Tabled.
- Rentals so far this year 2023
  - January 1
  - January 21
  - February 2
  - March
  - April
  - May 2 – with porch
  - June 2 – with porch
  - June 25 – with porch

### Grounds

Bill King [wwkworld@aol.com](mailto:wwkworld@aol.com) or (843) 364-6400

Dixie Low [dixielow43@gmail.com](mailto:dixielow43@gmail.com) or (843) 209-3071

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- Live Oak to be added somewhere by clubhouse.
- Remove ugly tree next to clubhouse.

## Social Adult

Sharon Miller [stersara@aol.com](mailto:stersara@aol.com) (843) 696-4755 / (843) 860-7001  
Anne Marie Webster children's social.

July 4<sup>th</sup> celebration scheduled. – chaired by Linda Logan-Widner  
Bring appetizer, dessert, or a side dish and own drink. HOA buy hotdogs.  
Event starts at 12:00 - let Linda know if you are attending

## Architecture Review Board

The Board is switching the ARB process. The Board is working with IMC to have all change requests submitted with the request form on IMC's website. IMC will then record the requests and then pass them on to the ARB committee.

We need a document describing what changes need an ARB request. Repair work doesn't need request.

Fencing needs payment to HOA

Three current requests: one fencing, tree removal, expand driveway

Building on the last lot at the end of Shem Butler is commencing but slowly.

## Treasurer Report – see attachment B

Discussions on:

- a. Can we invest some of the money in the checking or reserve fund accounts or get interest on it?
- b. Question: Why are 0 dollars coming from compliance issues?
  - People are being charged for late fees.
  - Compliance sends lots of courtesy notices
  - Every board is different and sets its own compliance priorities
  - Do we have a the number of compliance issued?
  - Lots of discussion about compliance fees and how they are paid
  - Board is not trying to make money from compliance
- c. Add compliance issues to IMC part of meeting

## IV. IMC Report

## V. By-Law Changes vote

### a. Process of verifying vote

Two people independently checked the votes entered.  
One person checked the spreadsheet calculations.



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## b. Voting Results

Voters: 137 total homeowners, 7 not eligible.

112 out of 130 cast votes. 86% participation

¾ of eligible voters, ie 98, needed to vote yes for an issue to pass

Change 1: Absentee ballot for Annual Assessment - **passed**

109 yes, 3 no

Change 2: Absentee ballot for Special Assessment - **passed**

107 yes, 5 no

Change 3: Transfer Fee – **did not pass**

97 yes, 15 no

Change 4: President needing Notary for Bylaws - **passed**

106 yes, 65 no

Change 5: President needing notary for Covenants and change  
from 75% to 2/3 - **passed**

104 yes, 8 no

Next steps are to get it notarized and filed with the city.

## c. Discussion:

It is really difficult to find good transfer fee numbers. A wide variety of values exist among HOA communities.

It was stated that our finances will have loss for the year without the transfer fee. Our budget will not balance.

If there is no transfer, how do we increase revenue? Current HOA dues barely pay for our minimum needs. We need a big money influx plan to meet the community needs.

We have an aging community and we are not spending enough to maintain it.

## Adjourn

Approved: James Ketchum

Seconded: Rich Scalco

**Respectfully submitted,**  
Ellen Bollinger – HOA Secretary

Schieveling Plantation HOA  
Quarterly Community Meeting

ATTACHMENT A  
Zeros June 22, 2023.

Name	Address/Company	Phone Nbr/Opt	Email Address/Opt
Linda Francisco	536 Shen Butler CT 29414	865-742-7617	francilinda@retiree.utsa.edu
Agatha Ricks	649 Fair Spring Drive		Agatharicks1@gmail.com
Richard Seale	645 Fair Spring Dr.	843 831-8803	srscalc@yahw.com
Joe Lucas	601 Fair Spring Dr	843 838-7079	jluca@kuchsa.com
LINDA LOU WINTER	606 FAIR SPRING	865-381-8441	
LARRY HUDGINS	1024 BLOCKADE RUNNER	843 810 4591	HUDGINS1949@outlook.com
LARRY E SHANN MILLER	1028 BLOCKADE RUNNER CT.	843-696-4755	strsara@aol.com
James & Tom Davis	3008 Macbeth Creek	843-670-3284	janne75@gmail.com
Sam Matheson	535 Shen Butler Ct		
JOSEPH PUJO	640 FAIR SPRING DR	201-456-1013	JOSEPH.PUJO@JPR.com
Brian Shull	675 Fair Spring Dr	843 99, 4201	brientalloy@comcast.net
LIMBERLY REULEN	427 RHETT BUTLER DR.	703.999.3142	wackernica@aol.com
Jessica Treadaway	642 Fair Spring	831-239-0729	jess+t20@gmail.com
James Letchum	525 Shen Butler ✓	843.921.8416	wicketchum@gmail.com
Wayne Spates	3003 Macbeth Creek	843-532-7153	spatesr.wayne@gmail.com
Jordan Bowers	2015 Izard Ct	843-442-5689	

# Balance Sheet by Fund

Posted 04/30/2023

ATTACHMENT B

Monday, May 15, 2023

6:15

## Schieveling Plantation

		Operating	Reserve	Total
<b>Assets</b>				
<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
<b>Liabilities &amp; Equity</b>				
<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 &amp; Equity</u>		96,062.82	61,123.90	157,186.72

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**Schieveling Plantation**  
**FINANCIALS**  
1/1/2023 to 5/31/2023

	Actuals Thru 5/31/23	2023 Annual Budget	Annual \$ Var	2023 Year to Date Budget	2023 Year to Date \$ Var
<b>Income</b>					
<u>Assessment Revenue</u>					
5010 Association Fees	\$104,531.00	\$104,531.00	\$0.00	\$104,531.00	\$0.00
5041 Working Capital	\$300.00		\$300.00	\$6,250.00	(\$5,950.00)
Transfer Fee (*new)	\$0.00	\$15,000.00	(\$15,000.00)	\$0.00	\$0.00
<b>TOTAL Assessment Revenue</b>	<b>\$104,831.00</b>	<b>\$119,531.00</b>	<b>(\$14,700.00)</b>	<b>\$110,781.00</b>	<b>(\$5,960.00)</b>
<u>Other Revenue</u>					
5050 Clubhouse Rental	\$1,480.00	\$1,750.00	(\$270.00)	\$730.00	\$750.00
5060 Late Fees	\$1,944.48	\$0.00	\$1,944.48	\$0.00	\$1,944.48
5060 Owner Fines	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5060 ARB Income	\$0.00	\$350.00	(\$350.00)	\$145.00	(\$145.00)
5070 Interest	\$6.87	\$0.00	\$6.87	\$0.00	\$6.87
5090 Other Income	\$176.12	\$0.00	\$176.12	\$0.00	\$176.12
##### Daily Pass Income	\$2.09	\$0.00	\$2.09	\$0.00	\$2.09
<b>TOTAL Other Revenue</b>	<b>\$3,609.56</b>	<b>\$2,100.00</b>	<b>\$1,509.56</b>	<b>\$875.00</b>	<b>\$2,734.56</b>
<b>TOTAL Income</b>	<b>\$108,440.56</b>	<b>\$121,631.00</b>	<b>(\$13,190.44)</b>	<b>\$111,656.00</b>	<b>(\$3,215.44)</b>
<b>Expense</b>					
<u>Administrative</u>					
6010 Management Fees	\$5,150.00	\$12,960.00	(\$7,810.00)	\$5,400.00	(\$250.00)
6010 Legal Fees	\$1,995.00	\$2,500.00	(\$505.00)	\$1,040.00	\$955.00
Reserve (or capital					
6010 improvements)	\$0.00	\$19,000.00	(\$19,000.00)	\$6,333.33	(\$6,333.33)
##### Professional Fees	\$0.00	\$2,250.00	(\$2,250.00)	\$940.00	(\$940.00)
6010 Administration Fees	\$1,010.00	\$3,372.00	(\$2,362.00)	\$1,405.00	(\$395.00)
6010 Bad Debt Expense	\$1,063.50	\$1,000.00	\$63.50	\$0.00	\$1,063.50
6011 Property Tax Exp	\$115.83	\$125.00	(\$9.17)	\$125.00	(\$9.17)
6011 Audit & Tax Prep	\$405.00	\$380.00	\$25.00	\$380.00	\$25.00
6017 Hospitality Committee	\$0.00	\$500.00	(\$500.00)	\$500.00	(\$500.00)
<b>TOTAL Administrative</b>	<b>\$9,739.33</b>	<b>\$42,087.00</b>	<b>(\$32,347.67)</b>	<b>\$16,123.33</b>	<b>(\$6,384.00)</b>
<u>Clubhouse</u>					
6042 Clubhouse Maintenance	\$2,759.59	\$7,000.00	(\$4,240.41)	\$2,915.00	(\$155.41)
<b>TOTAL Clubhouse</b>	<b>\$2,759.59</b>	<b>\$7,000.00</b>	<b>(\$4,240.41)</b>	<b>\$2,915.00</b>	<b>(\$155.41)</b>
<u>Insurance</u>					
6020 Insurance Expenses	\$3,430.83	\$8,167.00	(\$4,736.17)	\$3,405.00	\$25.83
<b>TOTAL Insurance</b>	<b>\$3,430.83</b>	<b>\$8,167.00</b>	<b>(\$4,736.17)</b>	<b>\$3,405.00</b>	<b>\$25.83</b>
<u>Landscaping</u>					
6030 Landscaping Contract	\$8,360.00	\$19,800.00	(\$11,440.00)	\$8,250.00	\$110.00
6044 Landscape Other	\$3,375.00	\$19,440.00	(\$16,065.00)	\$8,100.00	(\$4,725.00)
<b>TOTAL Landscaping</b>	<b>\$11,735.00</b>	<b>\$39,240.00</b>	<b>(\$27,505.00)</b>	<b>\$16,350.00</b>	<b>(\$4,615.00)</b>
<u>Maintenance</u>					
6042 Playground Maintenance	\$0.00	\$500.00	(\$500.00)	\$210.00	(\$210.00)
<b>TOTAL Maintenance</b>	<b>\$0.00</b>	<b>\$500.00</b>	<b>(\$500.00)</b>	<b>\$210.00</b>	<b>(\$210.00)</b>
<u>Pool</u>					
6030 Pool Contract	\$5,130.00	\$10,800.00	(\$5,670.00)	\$4,500.00	\$630.00
6042 Pool Other	\$4,303.67	\$3,200.00	\$1,103.67	\$1,335.00	\$2,968.67
6045 Pool Permits/Licenses	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00
<b>TOTAL Pool</b>	<b>\$9,558.67</b>	<b>\$14,125.00</b>	<b>(\$4,566.33)</b>	<b>\$5,960.00</b>	<b>\$3,598.67</b>
<u>Security</u>					
6031 Security	\$704.25	\$1,408.00	(\$703.75)	\$704.00	\$0.25
<b>TOTAL Security</b>	<b>\$704.25</b>	<b>\$1,408.00</b>	<b>(\$703.75)</b>	<b>\$704.00</b>	<b>\$0.25</b>
<u>Utilities</u>					
6050 Telephone Expense	\$1,583.07	\$1,300.00	\$283.07	\$540.00	\$1,043.07
6050 Electricity	\$2,705.27	\$6,204.00	(\$3,498.73)	\$2,585.00	\$120.27
6050 Water & Sewer	\$1,804.66	\$1,600.00	\$204.66	\$665.00	\$1,139.66
<b>TOTAL Utilities</b>	<b>\$6,093.00</b>	<b>\$9,104.00</b>	<b>(\$3,011.00)</b>	<b>\$3,790.00</b>	<b>\$2,303.00</b>
<b>TOTAL Expense</b>	<b>\$44,020.67</b>	<b>\$121,631.00</b>	<b>(\$77,610.33)</b>	<b>\$49,457.33</b>	<b>(\$5,436.66)</b>
<b>Excess Revenue / (Expense)</b>	<b>\$64,419.89</b>	<b>\$0.00</b>	<b>\$64,419.89</b>	<b>\$62,198.67</b>	<b>\$2,221.22</b>

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