

Charleston National Home Owners Association (CNHOA)

**Minutes of the Board of Directors**

**Regular Monthly Meeting**

**April 18, 2018**

Heritage Federal Credit Union, 1129 Park West Blvd., Mount Pleasant, SC 29466

**Members present:** Willie Charles, Jim Barr, Scarlett Bostick, John Desautels, Karol Queen, Chuck Cross, and Michael Hagedorn.

**Members absent:** Bill Harkness and Carina Jansson

**Guests attending during the Open Session of the Board meeting were:** Stephanie Chambers from Forever Green; Homeowners: Bruce Bingham, Luis Witzleb, and Kurt Nendorf

**Management present:** Chris Barclay, Southern Community Services (SCS); Ken Tamsin (CEO of SCS); and Melissa Morales (CFO of SCS).

1. The meeting was called to order by the President, of the CNHOA, Board of Directors, Mr. Willie Charles at 5:45 P.M.
2. Stephanie Chambers, of "Forever Green" provided The Board with a package containing the Landscape Management Contract Proposal for Charleston National, and a 2018 Annual Budget and Maintenance Sheet. Doggie bags and the planting of "Spring Flowers" were discussed. The flowers will be planted mid-May.
3. **An election of Officers and Committee Chairs** was held.
  - A. **The following Officers were elected:**
    - Motion: by John Desautels to elect Willie Charles as President
    - Second: Jim Barr
    - All in favor
  
    - Motion: by John Desautels to elect Jim Barr as Vice President
    - Second: Chuck Cross
    - All in favor
  
    - Motion: by Jim Barr to elect Scarlett Bostick as Secretary
    - Second: John Desautels
    - All in favor
  
    - Motion: by Jim Barr to elect John Desautels as Treasurer
    - Second: Chuck Cross
    - All in favor

4. **The following Committee Chairs were elected:**

- Architectural Review Committee (ARC): Karol Queen  
Motion: Willie Charles Second: Chuck Cross All in favor
- Finance/Budget Committee: Jim Barr  
Motion: Willie Charles Second: John Desautels All in favor
- Lagoons Committee: Jim Barr  
Motion: Chuck Cross Second: Willie Charles All in favor
- Landscape, Irrigation, Lighting, Signs, Structures Committee: Chuck Cross  
Motion: Willie Charles Second: Karol Queen All in favor
- Traffic & Safety Awareness Committee: Bill Harkness  
Motion: Jim Barr Second: Chuck Cross All in favor
- Social Committee: Chuck Cross  
Motion: John Desautels Second: Willie Charles All in favor
- Documents, Communication Committee: Michael Hagedorn  
Motion: Chuck Cross Second: John Desautels All in favor

5. **Agenda** for the April 18, 2018 Board Meeting.

Motion to approve: John Desautels  
Second: Chuck Cross  
All in favor

6. **Minutes** for the February 21, 2018 Regular Board Meeting.

Motion to approve: John Desautels  
Second: Jim Barr  
All in favor

7. **Minutes** for the March 27, 2018 Annual Board Meeting.

Motion to approve: John Desautels  
Second: Jim Barr  
All in favor

8. **Treasurer's Report** for April 2018 was given by the Treasurer, John Desautels. Topical information within the report was as follows: Change of Address for financial statements – in process, Address Audit of SCS homeowner listing, and The March 2018 Financial Report. The Financial and Treasury Reports were approved.

9. **Consent Agenda Items** Board Members ratified six items via electronic communication. A motion was made and seconded for the six ratified items to be accepted as itemized on the April 18, 2018 Agenda.

Motion: Jim Barr. Second: Karol Queen. The motion carried unanimously.

- a. CN11 flap gates
- b. Lighting Maintenance
- c. Spring Flower Installation
- d. Tree removal at 4108 Egrets Point Drive, Stump removal on Linksland
- e. Pine straw installation
- f. Back flow repair and test

10. **Committee Reports were as follows:**

- A. **Architectural Review Committee (ARC):** There were 13 applications received and processed by the ARC. All were approved. Requests are listed on the CN HOA ARC Committee report, dated February 26 – April 17, 2018. The requests were submitted by Karol Queen the ARC Chair. Mark Wilson was given special mention for his assistance.
- B. **Lagoon Committee:** Chair moved that “Our attorney will write a letter stating we will not reimburse the Charleston National Golf Course for the production of CN11 improvements they made; and the work we’re having done is to improve our storm water management.”  
Motion: Jim Barr. Second: Chuck Cross. Discussion took place, voted on and adopted.
- C. **Landscape and Irrigation Committee:** A presentation was given by Stephanie Chambers, a representative of Forever Green. Doggie stations and the planting of spring flowers were addressed.
- D. **Maintenance Oversight Committee:** A motion was made and seconded to “Terminate the Maintenance Oversight Committee and establish in its place an Infrastructure Maintenance Committee.” After discussion the motion was adopted.
- E. **Safety and Traffic Awareness Committee:** Mr. Charles recommended a new board member be elected Chair and will ask Bill Harkness to consider taking the committees’ chair. A verbal report was given that two speed humps would be installed on Royal Links and gave special recognition to Bobby Ollerhead for his work on that project.
- F. **Social Committee:** The CN Garage Sale was reported to be held on Saturday, April 21, 2018 from 8:00 AM – 12:00 PM
- G. **Budget Committee:** See item number six.
- H. **Communication and Documents Committee:** The community garage sale was advertised in several different forms of communication. A motion was made, “That we enhance our website, to maximize its efficiency; subscription fee is \$144.00 per year and \$11.00 annually.”  
Motion: John Desautels. Second: Karol Queen. After discussion the motion carried.

11. **New Business:**

- A. Discussion was entered into regarding Yard Trash being left out on the streets by gardeners before time for the pick-up date. It is an eye-sore in the community. Suggestions were made acknowledging how difficult the issue is to police. SCS’s representative will issue violation letters.
- B. In regard to the CN annual meeting, questions were presented; the response to those questions will be posted within a week of the meeting.
- C. The Maintenance Committee spoke of the Guard House Roof. They are metal roofs and to prime and paint will be \$2,200.00 per roof.
- D. The issue was raised concerning delinquency of home owners’ annual dues. The due date, including the Grace Period was March 31<sup>st</sup>, 2018. Board discussed leniency for “hard ship” cases. The Board will consider hard ship cases individually to resolve the degree of leniency.

- E. In regard to the home owners' who are in conflict on Linksland over a Great Dane and boundary issues. The CNHOA Bylaws are clear in Reference #33 Pets and Livestock, page 36, Article 11.A.33 Violations of the Neighborhood Restrictions and Easements.
- F. A letter of resignation dated April 18, 2018 was received for Carina Jansson. She wishes to resign from the CNHOA Board of Directors. Mr. Charles suggested we appoint Bruce Bingham to replace her if he is so willing.
- 12. **Unfinished Business:** Referring to the discussion entered into during the February 21<sup>st</sup>, 2018 Regular Meeting about liability insurance for the community common area. It was stated that the Insurance Agent will attend the May meeting.
- 13. **The next CNHOA Board Meeting** will be a Regular meeting on May 16<sup>th</sup>, 2018 at HTFCU.
- 14. **Adjourn:** Motion was made by Chuck Cross to adjourn, second by Scarlett Bostick, carried unanimously.