

**Charleston National Community Association (CNCA) Meeting**  
**Purpose of Meeting: Stated Meeting of the (CNCA) Board of Directors (BoD)**  
**Date: December 5, 2018; Time: 5:30 P.M.**  
**Convened: Heritage Trust Federal Credit Union (HTFCU),**  
**1129 Park West Blvd., Mount Pleasant, SC 29466**

**Members Present:** Jim Barr, Bruce Bingham, Scarlette Bostick, Willie Charles, Chuck Cross, John Desautels, Michael Hagedorn, Bill Harkness, and Karol Queen.

**Members Absent:** None

**Guests attending during the Open Session of the board meeting were:** Kurt Mendorf and Sandra Bungerz

**Management Present from SCS:** Chris Barclay of Southern Community Services (SCS)

- I. **Called to Order:** President Willie Charles at 5:32 p.m.
- II. **Approval of Agenda:** Motion to adopt: John Desautels  
Second: Chuck Cross  
Agenda adopted unanimously
- III. **Reading and Approval of Minutes:** Motion to approve the Minutes: John Desautels  
Second: Karol Queen  
Minutes unanimously approved
- IV. **Financial Report – August 2018**  
Mr. Desautels did a thorough review of the Financial Statements. The Chair of the Financial Committee stated that the Reserve Account for the Board is healthy (over \$300K) and the overall expenses for the 2018 budget shows a year-end balance in the green. The Board stayed within its budgeted limits. Only one line item was of concern and that is the water bill expense. The Board acknowledged a need to increase the water bill budget for 2019. Jim Barr is to make that adjustment. The motion was made by Bruce Bingham to accept the Financial Report as stated, a second was put forward by Karol Queen and the Board unanimously voted to accept the report.
- V. **Committee Reports**
  - a. **ARC Committee:** Karol Queen;  
There were a total of fourteen requests made to the ARC that were approved, two new construction requests, and no pending requests. Please see the attached ARC Committee report for further details. There is one new request for Solar Panels. Pictures were provided by the Solar Company. In regard to Solar Panels, there are questions the Board wishes to address as more residents in the CN community are considering solar panels as an option. A suggestion was made in moving forward to invite a person from the power company to educate the Board on the benefits of solar panels, the placement

of solar panels, the diminished return of a residence because of placement, and if there are any drawbacks to the CN community if solar panels are installed. Verbage of the CN's covenants/regulations will also be reviewed with particular attention being paid to the words "preferred" and "may". Ms. Queen continues to work cooperatively on behalf of the residents with the contractors. Ms. Queen requested a violation report.

**Lagoons Committee:** Bruce Bingham;

Please refer to the Committee report submitted for details. The Chair broached the topics in his report. CN10 and the installation of a large decorative fountain was discussed pointing out the cost to CNCA and whether or not the benefit would be cost effective to the community. We co-own the lagoon. The Board speculated that we may agree to pay a fixed amount for the electricity each month. Mr. Bingham will do more research concerning the fountain. There was also a discussion about an emergency Back Surge trench from CN10 to the marshland and who bares the responsibility of the cost. The contractor Bob Horner has a solution at a minimal cost. Some Board Members thought this action was unnecessary and not CNCA's legal responsibility. CNHOA's action is to be determined. The Guest requested to know when the Lagoon Committee meets so she can come to the meetings and share information with the committee.

b. **Budget Committee:** Jim Barr;

Please refer to the Committee report submitted for details. Mr. Barr sent the approved budget for 2019 to all Board members and the Management Company. Assessment notifications should be sent by the Management Company in December to all home owners. Mr. Desautels restated the water budget issues, and the Board entered into a brainstorming session about how to regulate CN's water consumption. There are a number of variables that effect the water budget rendering it constantly in flux.

c. **Landscape/Irrigation Committee:** Chuck Cross;

Please refer to the Landscape Committee Report submitted for details. A report was given about the clearance of pine trees on Hogan's Alley behind Mr. Downs home. The project is complete and looks great. Ms. Queen asked Mr. Cross to address the issue of trimming the Magnolia trees back along National Drive so that trucks will not hit the tree limbs entering Hwy 17. He said the tree had been trimmed.

d. **Maintenance Infrastructure:** Bill Harkness;

No Committee Report was submitted to the Board. Mr. Harkness installed a couple of new electrical outlets at his own cost. No expense receipt was turned in. He reported that the roofs were painted on the Guard Shacks.

e. **Safety & Traffic Awareness Committee:** Bill Harkness;

No Committee Report was submitted to the Board. Mr. Bingham mentioned the potholes in the roads and asked if someone to contact the Town of Mount Pleasant to

find out the towns repaving and repair schedule. A lengthy discussion ensued about new signage requirements within the city. The style, the materials, the aesthetics, the timeframe, the expense regarding who is responsible to pay for what areas of this project, warranties, all these issues were discussed. This project is slotted for December of 2019. Bids for the signage project will be acquired.

f. **Social Committee:** Chuck Cross;

Please see the Social Committee Report submitted . Issues surrounding the Christmas gathering at the Rusty Rudder were solidified. However, the Truck and Treat was not well attended and research will be done on how to enhance that activity for the coming year. The Christmas decorations scheduled for installation on the weekend of December first were delayed because of the rain.

**Documents/Communication Committee:** Michael Hagedorn;

Please see the Committee Report submitted for details. Mr. Hagedorn related there are 837 email subscribers to the CNHOA website. Email campaigns are effective. However, we can do a better job of advertising the site itself. It was also mentioned that the final draft will be offered at the January meeting for discussion concerning Protocol guidelines for Guests who wish to enter into discussion while visiting the Board meetings.

VI. **New Business:**

- a. Moving the flagpole: No estimates were received in relation to the cost of moving the flag pole. Mr. Cross and Mr. Harkness will work on bringing estimates to the Board in the future. No deadline date was established to move forward on this issue.
- b. Annual Assessments and Notifications will go out “in a couple of days” per SCS Management. A flyer should be given to Mr. Barclay from Mr. Hagedorn to be sent out with the notifications concerning the CNHOA website. Mr. Desautels offered to clean up the Budget that goes to the homeowners so that so many lines don’t show up with nothing on them. Mr. Charles requested a different document order to make the documents flow better offering clarity for the homeowner and suggested a cover page.
- c. 2018 Property Taxes: We received 21 property tax invoices. The county was contacted and there is a slight increase.
- d. 2503 Long Cove Court Parking Violations: Residents are parking in the road. It is necessary because of medical emergency concerns. No violation will be issued.

VII. **Unfinished Business:**

- a. Moped/Golf Cart Law – Posting on website: The Board agreed to put on the website.
- b. Mr. Bingham brought up the issue of an audit. A formal bid has been received for the first full review of our financials, and the bid is between \$5K and \$5,500.00. The proposal is in hand. The financial review will be for 2017/18. Mr. Bingham will send the proposal to Mr. Desautels for review and he will report to the Board in January.

- c. No mention was made of the Dog Station replacement.
  
- VIII. Ratification of Business via Electronic Consensus:** There were no ratifications via electronic consensus between the dates of October 24, 2018 and December 5, 2018.
  
- IX. Next Meeting Date:** January 16, 2019 5:30 pm at Heritage Trust Federal Credit Union, 1129 Park West Blvd., Mt. Pleasant, SC 29466.
  
- X. Adjourn:** Motion made to Adjourn at 6:45 pm by: Chuck Cross  
Seconded by: Scarlette Bostick  
Unanimously approved

Submitted by: Scarlette Bostick

Please see attached Committee Reports

## December, 2018 Budget Committee Report

- Draft budget was modified to reflect changes discussed and approved by HOA Board during the October meeting. The Approved budget was sent to all Board members and the Management Company on 26 October 2018.
- Assessment notifications should be sent by the Management Company in December to get back to the normal schedule for payment of assessments

CN HOA ARC REPORT – SEPT. 18 THRU NOV. 30, 2018

REQUESTS APPROVED:

1184 Old Course Ln. – remove dead palm tree from front yard

1155 Old Course Ln. –remove tree water oak that is too close to house. Approved with restriction that

homeowner get permit from Town of Mount Pleasant (19.75” in diameter)

1223 Medinah Dr. – extension of current deck in back yard

3349 Merion Pl. – remove dead palm tree from front yard

3199 Linksland Rd. – remove dead pine tree from back yard and dead river birch from front yard and trim oak tree in front.

3090 Linksland Rd. – paint house new color – PPG Heron Gray

3234 Heathland Way – remove dead Bradford pear tree from front yard and replace with palmetto tree

3199 Linksland Rd. – replace roof

4112 Egrets Pointe Dr. – remove 3 trees from common area in rear of house (approved by board at October meeting

3204 Heathland Way – remove 3 dead leland cypress trees from common area behind house – approved by landscape and ARC chairs

1264 Walton Heath Ct. – replace existing fences on each side of house

3555 Somerset Hills Ct. – replace roof

3543 Stockton Dr. – replace front porch and stair pickets with horizontal boards

4076 Harleston Green Ln. – enclose back screened porch and extend patio

14 TOTAL REQUESTS

NEW CONSTRUCTION:

3583 Somerset Hills CT. – plans approved by architectural consultant and approval sent to builder on 10/09/18

2528 Charter Oaks – builders plans submitted to architectural consultant on 11/09/18

PENDING REQUESTS: None

Submitted by Karol Queen

CN HOA ARC Chair

November Landscape Committee  
Report 2018

December 2, 2018

Summary of activities :

1. Hogan's Alley was completely cleared as proposed by Andrus Tree Service for the \$2000 approved by Board's email-vote. I discussed with Mike of Forever Green about future maintenance of Hogan's Alley to keep it from growing back. Weed spraying and pulling dead vines from trees need maintaining.
2. Notified Forever Green to review and trim overhanging limbs of Magnolia trees along National Drive going out to Hwy 17.
3. Fall flowers were planted with an increase in perennials to reduce cost of future planting and watering. Pine straw has been laid in all beds.
4. Most irrigation has been turn off outside of new flower beds.
5. Request for quotes on my moving the flag pole has moved slowly. Hope to have final quotes soon.

Respectfully submitted,

W. Chuck Cross, Chair  
CNCA Landscape Committee

## November Social Committee Report December 2, 1028

Summary of activities :

1. Meet & Greet for November had 40 residents with 11 being new to the neighborhood within one (1) year. Smaller turn out than first M&G but also was Tuesday before Thanksgiving. Rusty Rudder donated two \$15 gift cards and a Rusty Rudder tee shirt. There was \$5 cost for new name tags.

Future M&G events for 2019 will be on a quarterly basis. Budget should allow CNCA to provide some Free appetizers. Local vendors will be asked to donate gifts for raffle drawings. This will introduce new neighbors to local vendors without any endorsements from CNCA Board.

2. Halloween Parade and Truck & Treat had only three golf carts for parade but 12 children and five mothers for Trunk & Treat at pool area. Cost for awards, games, and treats was under \$200 as budgeted. Must evaluate how to increase participation if CNCA is going to continue function. Feedback was good from the people that participated.

3. Christmas Lighting installation was scheduled for December 1st weekend. Rain is delaying the process. We were late getting the service procured and are last on the list of lighting installation. Charleston Lighting has been in contact with me thru the whole process.

4. CNCA Christmas Party is planned for December 18th at Rusty Rudder. A Lowcountry Boil will be the main menu (with & without shrimp) and a few appetizers. There will be raffles for gift cards from Rusty Rudder and donation from local vendor, **Lowe's**, of a fire pit valued at \$69.00. We are charging \$10 per person in advance, due by 12/12/18. I have gotten cost down from \$16pp to \$11pp with guarantee of 100 attendees. This comes without knowing our exact attendance. If we have 100 attendees we have approximately \$500 more than needed. Our risk is if we only have 50 attendees, we will almost broke even.

While we will have the majority of the indoor restuarant area, **I'm recommending we discussputting up a minimum 40x20 tent in the outdoor area.** This will protect us from possible rain and contain the heat from their outdoor heaters. The additional cost is a minimum of \$590. I have gone thru 3 tent companies used by Rusty Rudder for best rate. With 100 attendees @ \$10 pp, we will have a risk of being approximately \$200 over our \$1500 budget for the Whole year of events. If we only have 50 attendees, we will be approximately \$800 over budget. While the tent is not mandatory, the recent/current rain has heighten my concern.

Respectfully submitted  
W. Chuck Cross, Chair  
CNCA Social Committee

## Communications Report

As of December 3, 2018, CNCA has 837 email subscribers.

Three events were promoted on CNCA's closed Facebook page and using email campaigns:

Holiday Party: December 3, 2018 (Monday) results from the campaign will be provided at the meeting.

Meet-n-Greet at The Rusty Rudder: November 19, 2018 (Monday) was opened by 434 (52%) subscribers and 44 clicked through to [cnhoa.org](http://cnhoa.org)'s promotional page.

Halloween Golf Cart Parade: October 25, 2018 (Thursday) was opened by 368 (44%) subscribers and four clicked through to [cnhoa.org](http://cnhoa.org)'s promotional page.

Three homeowners used the website's Contact Your Board form.

Chris Barclay confirmed that the TMS address records have been updated to SCS's address.

Scarlette and I met to draft a procedural memo for homeowners addressing the Board during a meeting. The final draft will be presented for discussion at the January meeting.

Ryan McCabe requested the names of all Directors who have served since 2014, which was provided, and emails from those Directors pertaining to the on-going lawsuit with Stegall and Cronin.

Michael Hagedorn

Documents and Communications Chairperson

Maintenance and Infrastructure Committee Report  
December 3, 2018

Purchased several supplies to repair and allow access to electricity at several entrance areas. All repairs and replacement of parts was performed by me at no cost. These items were repaired or replaced so we could hang lighted Christmas decorations. All areas that had electricity at the entrance signs are now able to have Christmas lights installed.

Bill Harkness  
Maintenance and Infrastructure Committee Chair