

**CHARLESTON NATIONAL COMMUNITY ASSOCIATION, INC.
ORGANIZATIONAL & REGULAR BOARD MEETING
MARCH 8, 2017**

The Organizational and Regular Board meeting was held at Heritage Trust Federal Credit Union on March 8, 2017 at 5:30 pm.

Members Present: Willie Charles, Karol Queen, Mark Wilson, John Desautels, Chuck Cross, Michael Hagedorn, Carina Jansson and Bob Crawford.

Members Absent: Jim Barr

Management Company Representative: Jerry Watson, Gold Crown Management Inc.

Guests: Charmaine Gillow, Historian

- I. Call to Order
The Organization Meeting was called to order by Ms. Watson at 5:30 pm.
- II. Organizational Meeting – Election of Officers & Committee Chairs

MOTION by John Desautels to elect Willie Charles as President

SECOND Karol Queen

All in Favor

MOTION by Willie Charles to elect Jim Barr as Vice President

SECOND Bob Crawford

All in Favor

MOTION by Willie Charles to elect Chuck Cross as Secretary

SECOND Mark Wilson

All in favor

MOTION by Willie Charles to elect John Desautels as Treasurer

SECOND Chuck Cross

All in Favor

Committee Chairs were elected and approved as follows:

1. ARC Committee – Chairperson is Bob Crawford. Other members of the committee are Jeff Toohey, Mark Wilson, Jack Connelly.
2. Maintenance – Lagoons – Chairperson is Jim Barr. Other members of the committee are Sandra Bungez, Ron Hanson and Kurt Nendorf.
3. Maintenance – Landscape/Irrigation/Lighting/Signs/Structures – Co-Chairs are Mark Wilson and Karol Queen
4. Safety & Traffic Awareness – Chairperson is Carina Jansson.
5. Social Committee – Chairperson is Carina Jansson. Karol Queen will assist as needed.
6. Documents/Communications Committee – Chairperson is Michael Hagedorn.

Discussion was held on the important of forming a Budget Committee.

MOTION by Willie Charles to form a budget committee to review and compile annual budget

SECOND Michael Hagedorn

All in Favor

Additional members that will serve on the committee are John Desautels, Karol Queen, Chuck Cross, Michael Hagedorn and Jim Barr will serve as Chairperson.

III. Approval of Meeting Agenda as Presented

MOTION by Bob Crawford to accept the agenda as presented.

SECOND Karol Queen

All in Favor

IV. Final approval of Meeting Minutes – February 15, 2017
The minutes were approved via email.

MOTION by Karol Queen to accept minutes of February 15, 2017 as presented.

SECOND by Bob Crawford

All in Favor

V. Consent Agenda Items
There were no items presented during the period.

VI. Committee Reports

A. ARC – Bob Crawford

Mr. Crawford explained the ARC process to the newly elected board members. He requested a list of owners that had not completed their mailbox refurbishment and phone numbers for those without email addresses. He asked if GCM would complete the unfinished mailboxes at a specified cost and billed/payable by the owners. Mr. Crawford offered to call homeowners to see how we can help them reach compliance with their mailboxes. Mr. Crawford also asked that in the next eblast owners be notified ARC applications are required before any work can be completed on the exterior of the home. Mr. Crawford said the house on the corner of National Drive and Medinah requesting a circular drive has been approved.

Applications Received and Processed since last Board Meeting.

Approved:

3340 Olympic Lane - Remove 3 Pine Trees
3405 Oxfordshire Lane - Solar Panels
3550 Stockton Dr. - Repaint House same Color
1309 National Dr. - Add Circle Driveway
3353 Merion Place - Replace rotten Softies and Facia Boards. New Gutters
1225 Spoon Ct. - Remove 2 Trees too close to House
3118 Linksland Road - TV Satellite Dish
1329 Royal Links Dr. - New landscape around Palm Tree and Flower Beds
3279 Heathland Way - Repair Flood damage around House. Install French Drains
3265 Heathland Way - New Back Yard Fence
1211 Medinah Dr. - New Landscaping in Front and Side Yard, Cut 4 Pine Trees side yard

New Construction: None

Pending: None

B. Financial – John Desautels

Financials for February were not available prior to the meeting. Mr. Desautels will meet with Ms. Watson to work on the financial reports and how they will be presented to the Board.

C. Maintenance – Lagoons – Jim Barr

Mr. Barr sent email reports to the Board prior to the meeting. The committee is figuring out options for CN11 and will provide an update to the Board. Mr. Charles gave a brief description on the history of CN11 for the new members. Ms. Watson will make new pond maps for the Board.

- D. Maintenance – Landscape/Irrigation/Lighting/Signs/Structures
Mr. Wilson and Ms. Queen will ride with the landscape crew to review the irrigation proposal they sent for needed repairs.

Ms. Watson noting they are waiting on repair quotes for the lighting issues at the North entrance to the community. They will be forwarded to the Board once received.

- E. Safety & Traffic Awareness – Jim Barr
Mr. Barr presented information to the Board via email on responses to questions received from the annual meeting. This information will be sent to the community via eblast. The eblast will also include responses from the Club on questions they received as well.

- F. Social – Karol Queen
Ms. Queen noted a flyer on 2017 events had been sent to the community via eblast. Several eblasts will be sent as reminders for the community. The next scheduled event will be a community Yard Sale on Saturday, April 29th from 7am until noon. It will be posted on Craig's List and in the Post & Courier. Other events considered are a potluck at the pool during the off season and a Food Truck rodeo. The Board asked for a list of owners without email addresses. Willie discussed moving the Christmas decorations under the social committee

- G. Documents – Charmaine Gillow
Ms. Gillow provided the Board Member Terms roster, Board Members Roster, Board Yearly Schedule and a chart showing current ownership of the Lagoons and Wetlands.

Ms. Gillow will work on finalization of the association's deeds. She noted the association did not own the left side of the entrance at the North entrance. It may be possible to do a quit claim deed for the fencing and property on that side.

Ms. Gillow also noted reflectors are needed on the reader boards, reflectors on the posts recently re-installed on National Drive near her home, straighten the sign on Porchers Bluff Road and replace the stop sign at National Drive and Porchers Bluff Road.

- VII. New Business
There was no new business to present.

- VIII. Old Business
There was no old business to present.

Charleston National Community Association, Inc.
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IX. Next Meeting Date – The next regular board meeting will be held on Wednesday, April 12, 2017 at the Heritage Trust Federal Credit Union at 5:30.

X. Adjourn

With no further business to be discussed the meeting adjourned at 7:46 PM.

MOTION by Carina Jansson to adjourn

SECOND Karol Queen

All in Favor

**Minutes Submitted by:
Jerry Watson**