**UNOFFICIAL MINUTES – NOT YET APPROVED**

HOA Board Meeting Attendees: 6 (Virtual attendees: 3)  
Board Members Present: Timothy Mattke, Samantha Durham, Doug Holladay, Sandy Rice, Richard Mersenski

Property Manager: Kayce Peltier

**1. Call to Order 6:30 PM**

**2. Board Positions selected for 2022**

- President: Doug

- Vice President: Richard

- Secretary: Samantha

- Treasurer: Sandy

- Other: Tim

**3. Neighborhood Participation**

- Sam Hill, representative from Overtime Athletics Charleston, presents proposal for afterschool enrichment summer camps to offer community. Provided flyers. Full days and half days sports themed camps available for kids ages K-8. Coaches are background checked. No cost to HOA, funded by parents who register their children for camps. Have their own liability insurance. Coach to participant ratio is 10:1; will be at least two adults per camp. Board to discuss and vote via email; main concern voiced was bathroom facilities for participants.

**4. November minutes approved**

**5. Committee Reports**

**-** Landscape

= RatherFish has stopped mowing berms and are working on cutting a new line near clubhouse in open field under powerlines. Will start removing overgrown bushes (ilaeagnus). *Tim motion: stop mowing berms indefinitely for 2022, reduce section of field adjacent to power lines near clubhouse, and pre-mark ilaegnus bushes for removal and RatherFish to remove without cost to HOA. Sam second. All in favor.*

**-** Pool & Clubhouse

= Pool Maintenance bids for 2022 received. Review and decide on vendor – ACPS or Maritime Pools. (5) companies were asked to bid but all haven’t submitted to date. (Blue Waters; Atlantic Coast Pools; Reliable Pool Services; Maritime Pools; Sweetwater). *Tim motion to continue pool contract as is and renew with increase. Sam second. All in favor.* Doug to sign contract and send to Kayce.

**=** Doug to call Palmetto Exterminators to try and reinstate termite bond once all repairs are completed from the report they provided- review update on stucco repairs from shutters. Stucco repairs not yet completed. Doug will report back when stucco work done.

**=** Fire Pit project update. Still working on signs being posted of rules for insurance purposes. Tim spoke to CPD. Shovel was stolen. Tim will replace with another shovel on chain to prevent another theft.

= Marissa Reilly, clubhouse rental manager, reporting (via Kayce) numerous complaints about vacuum for clubhouse and broken curtain rod on door. She also needs funds for toilet paper, etc. *Sam motion to approve up to $100 for Marissa to purchase various items for clubhouse management. Richard second. All in favor*

**-** Social

**=** Any Holiday Events to schedule for Spring?

**=** New Owner Letter from ThirdTier Management to be passed along in all welcome baskets moving forward. Kayce has typed up welcome letter and will forward to Kristi for baskets. Moving forward, at closing, both seller and buyer will have to sign acknowledgement form re: covenants and provide contact information.

= Food trucks coming February 12: The Lost Boys and Delights, Dessert & Coffee

- Community Initiative Team

**=** 2772 Flower Creek – reviewed email from Resident regarding the damaged fencing in November. Time frame for the temporary fencing given? Sam reports crew sinking posts today, so fence likely in process of being completed.

**=** Discuss easement Purchase Inquiry to sell to surrounding residents. (Common area between 2044 and 2040 Wildflower Ln.) Landscapers expressed concern for common area becoming a dumping ground. Tim will look into logistics of selling parcel and board will discuss again in February. *Sam motion to sell parcel. Tim second. All in favor.*

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- Safety Committee

= Street Light Proposal update – requested proposal to see how much the charge would be to change out all the HOA owned lights via Dominion. Received in November and need to discuss future plans. Curb discussion until February.

= Streetlight damaged by Food Truck. Light pole has been replaced, prior to holidays 2021. No one from board had approved it, so Dominion Energy must have done it themselves.

- ARB

*=* (2) approvals / (1) denial from Dec & Jan: trash can partition (denied until more info received), tree removal, fence installation

= (4) accounts currently have recently posted ARB Fines and/or due – still no response

= (19) violation letters mailed out 1/11/21

= Discuss max ARB fines update. Currently set at $4500. Keep the same or increase?

**7. Miscellaneous Business**

- Payments online: as of right now, residents have to go to ThirdTier’s website directly. Will plan to post ThirdTier’s website link on CWCA webpage, which will lead to online payment via Alliance Bank

- Working on getting “make a payment” button on SmartWebs Online Owner Portal

- All Board Members verified via new SmartWebs portal except Sandy & Doug

**8. Move to Executive Session**

**Adjourned 8:22 PM**