



Board of Directors

MONTHLY MEETING MINUTES

7:00pm Monday, June 20, 2011
St. Andrews United Methodist Church

Call to Order by Dave Malara, President

Attending: Board members Dave Malara, Mark Mandel, Matt Dawson, Donna Quinn, Evan Thornton, Ed Delaney and Bob Borregard. Ravenel Associates was represented by Bob Cherry. The meeting was called to order by President Dave Malara at 7:02pm.

Reading and Approval of the Minutes from April 18 and May 16, 2011.

Mark Mandel made motion to approve, Bob Borregard seconded the motion and the motion to approve the minutes as written carried.

Community Manager Report

Bob Cherry, community manager, reported as follows:

- Forty (40) violation/reminder letters had been issued since the last meeting. The breakdown was: Yard 10; Trailer/Boats 14; Trash Can 8; Unsightly Conditions 6; Dog 1 and Basketball Goal 1. It was reported that 3506 Montgrove continues to be fined for basketball goal in street and 3301 Middleburry for boat in driveway. The board members said they would continue to assist in identifying violations and report them to Cherry
- Delinquent accounts are 58. The current delinquent amount is \$36,232.11. Board discussed on how to proceed and decided to start the execution process with the sheriff's office. Dave Malara will take the lead on this and Cherry will provide the delinquent list. Cherry will develop a letter for owner's who owe this year's assessment allowing them to pay before mid-July and the late fees/interest will be waived per the Board of Directors.

Officer and Standing Committee Reports:

President- Dave Malara had no report as President.

Vice President- Mark Mandel recommended that we continue to streamline the meetings and any visitors are there to observe and not participate. Visitors should direct all question or comments to Cherry after the meeting unless the board opens the meeting to comments.

Secretary- Bob Borregard had no report.

Treasurer – Matt Dawson had no report as Treasurer. Cherry recommended that two delinquent accounts be written off because of bankruptcy and foreclosure. The first account was Dale Durham, 4177 Westerly Lane, filed bankruptcy and the account is delinquent \$2,759.99 and second account is Ken Meyer, 3341 Middleburry Lane property was foreclosed upon balance is

\$1,543.24. Dawson made motion to write these accounts off and Ed Delaney seconded the motion and it was carried by the board. Cherry then recommended that \$26,500 on the balance sheet coded as 1820-Capital Reserves Due from Operating Fund and 2140 – Operating Due to Capital Reserve be written off since as Ed Delaney had explained that two years ago the board transferred these funds from the reserve account to cover operating cost and will not be repaid. Delaney motioned to write these items off and Mandel seconded. The motion was carried with one opposing vote from Thornton.

Landscaping – Donna Quinn gave a report on happenings in Willows section. She is working on yard of the month for June.

Social Committee- Mark Mandel had no report.

Traffic Safety – Dave Malara has been discussing with Lt Young of Charleston Police department concerning vandalism. Young encourages owners to notify police so that an incident report can be filed and further action can take place.

ARB Committee- Cherry reported that two request for fences were currently being processed.

Communications Committee- Joe Bolognue was absent.

Old Business

- Fountains at entrance will be turned off during the drought.
- Borregard and Delaney will work on developing a electrical/wiring diagram for fountains and lights at entrance.

New Business –

- West Bridge lights are being repaired by Rea Landscaping.
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Set Next Meeting Date -

Board of Directors regular monthly meeting is scheduled for Monday July 18, 2011 at 7:00 PM, St. Andrews Parish United Methodist Church.

Adjourn

Motion to Adjourn by Mark Mandel at 7:47 pm, seconded by Ed Delaney, and approved by acclimation.