

Snee Farm Community Foundation
Board of Directors Regular Monthly Meeting
November 10, 2009 – Snee Farm Country Club – 5:30 PM

Minutes

Board Members Present: Paul Meierer, Ted Summerford, Eric Unger, Jackie Walker, Jerry Barnett, Dan Childress, Bob St. Onge, Buddy Goodson, Stephen Curl

Others Present:

Committee Members: 2

Other Foundation Members: 9 Other Properties Represented

Restrictions Compliance Administrator: Michael Hart

INVITED GUESTS: None

MINUTES APPROVAL: *Oct. 6, 2009 Reg. Mo. Meeting – Approved by the Board on/or before Oct. 27, 2009.*

PRESIDENT’S TIME:

COMMITTEE REPORTS:

Restrictions

M. Hart, Compliance Administrator reported that approx. 49 letters were sent - approx. 67 hours were spent on this work. Chair Walker advised of an incident re. multiple signs (lost dog) posted on sign posts by an individual from a neighboring community – upon being made aware of our policy, he removed the signs and will return to repair the posts where needed. **Report accepted.**

Finance

Treasurer Unger reported meeting with A-Plus to review their operations, our current financial status, and general procedures. From that meeting he determined that the following goals and recommendations be implemented/followed:

- A. Moving our bank account from Regions Bank to Wells Fargo to achieve the following.
 - Eliminate bank fees assessed for check returns. Wells Fargo statements include copies of checks.
 - Enable us to easily take advantage of modern day electronic bill pay for regular accounts, statement review, and reconciliation.
 - Allow the Treasurer present “real time” financial information to the Board at regular meetings; we will no longer have to look at one month old financials.
 - Two accounts will allow for safeguards against financial mismanagement. Only the President and Treasurer will have access to the savings account. The Mgmt. Co. will have access to the operating account in which limited funds will be placed. This will allow for expedient bill payments. Only bills with account numbers will be allowed to enter into bill pay.
- B. The chart of accounts will be condensed where appropriate and made more efficient. All the income will appear at the top, and all expenses at the bottom. The 2010 budget will be prepared using the new chart of accounts.
- C. The FDIC insurance limit reduces to \$100,000. at the end of 2009. Cash in excess of this will be converted to CD’s and spread out among various financial institutions. No one bank will have more than the FDIC limit in deposits or CD’s.
- D. Seek to establish an internal audit committee to develop and implement an internal audit program.
- E. Develop a ten year budget plan for long term stability and growth.
- F. Seek to reduce the accounts receivable to zero.

He reported Cash in Bank of \$153,627.04. Bank of SC CD1 \$100,000. & CD2 \$35,000. - Regions Bank CD \$10,283.95. Accounts Receivable \$50,945.28. **Report accepted.**

Maintenance

Chair Barnett reported: 1. Due to what appeared to be damage by vandals, he changed the 1 ½ “ coupling and straightened a bird house at Casseque Province. 2. Pruned limbs at a street light on Plantation Lane; the bulb was changed by SCE&G for better illumination in the area. 3. Met with our Irrigation Contractor (2 hours) regarding problems with the system at the Parkway (Hwy. 17) entrance – will discuss under new business. Five hours were logged saving the Foundation approx. \$500. **Report accepted.**

JW

Landscape

Chair Teetor reported: 1. Portions of seasonal beds have been removed – perennials will be transplanted to other common areas. The fall seasonal plants have been ordered and will be planted soon. 2. The Eleagnus between Beaumont and the Parkway have been pruned for the seventh time this year – it will be pruned once more this year. 3. The fence-line between Beaumont and the Parkway has been trimmed monthly in an ongoing attempt to kill vines. 4. Camellias are blooming at the Front Entrance. Bob and Jan continue to selectively prune branches at Hwy. 17 to allow the light fixtures to show more of the brick fence-line. The large Hollies behind that fence, boxwoods, and Dwarf Yaupons were also pruned. The four squirrels in the Purple Martin house on Farm Qtr. relocated or were evicted. **Report accepted.**

Security

Chair Curl reported from the MPPD's listing of crime reports on Town's Web Site. On Oct. 6th - In addition to the Burglary on Red Coat Run reported at last month's meeting, an Auto break-in on Royalist, and Suspicious activity on Plantation Ln. Oct. 9th - Auto break-in on Royalist Rd., and Suspicious activity on Musket Range. Oct. 19th - Auto break-in at Snee Farm Lakes. **Report accepted.**

Architectural Control

Chair St. Onge reported eight submissions - nothing out of the ordinary. **Report accepted.**

OTHER REPORTS OR INFORMATION:

Web Site – A variety of changes/improvements were made following the Annual Meeting. The Board was reminded to review the Site to be familiar with changes, and provide input, or information updates to be added. Signboards – The general holiday greeting will go up just before Thanksgiving and remain through the New Year.

UNFINISHED BUSINESS:

Election Ballot Tabulating – J. Walker updated the Board on her suggestion/efforts to explore the possibility/cost of a CPA firm (having no ownership in Snee Farm) to perform this function to relieve the Board/Election Committee of the responsibility for various reasons – as well, it would also accomplish voting privacy to the homeowners. She advised that Mr. Gordon McKay (McKay, Kiddy & Associates, LLC) would provide this service at no cost other than recognition for doing so. She mentioned various aspects of the process that will need to be fine-tuned. Following discussion, the Board asked that she proceed to work out the details with Mr. McKay in writing for the Board to review, etc.

MPWW Pending Funds – J. Walker reminded the Board of the remaining funds due the Foundation for the most recent easement grants and related tree mitigation – she is following-up to obtain the funds. __

NEW BUSINESS (Board):

Parkway (Hwy. 17) Irrigation – J. Barnett advised that the system in that area is in bad shape primarily due to tree (roots) growth. He reviewed various aspects of the problem including broken/exposed controllers and wiring; fifteen-plus hours (will adjust down to 10 ¾ hours for cost purposes) has already been spent by the Contractor in evaluating the matter – they estimate an addl. 7 hours needed to do the work including wire replacement and putting the controllers in boxes – estimate for all parts and labor is \$1,222.00 to put it in proper condition for the long-term. Following discussion, including conduit versus exposed wiring,

E. Unger motioned to approve the project commence contingent on Budget review to confirm funds available; seconded, motion carried 8-0.

Garden Club Tag Sale Signs – J. Walker advised the Board of the Club's request to have related signs to the event scheduled on March 26 & 27, 2010 at the Ventura Villas recreation area. Following discussion regarding their relationship with the Foundation based on funds from their fundraisers given for Snee Farm beautification,

E. Unger motioned to allow placement of signs for the event subject to oversight of J. Walker; seconded, approved 8-0.

NEW BUSINESS (Foundation Members Comments):

D. Fennell – Comments re. irrigation repairs, car break-ins (unlocked), and communication efforts with the Board.

J. Myers – Questioned signboards use policy.

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(New Business-F.M. Comments Continued)

M. Pommer – Comments re. Signboards; ballot process.

G. Vizbulis – Comments re. ballot process.

C. Baty – Questioned status of lawsuit.

B. St. Onge motioned to adjourn the meeting; seconded, carried – Adjourned at 6:10 PM

Prepared by Jackie Walker

Approved by the Board of Directors on/by Dec. 1, 2009

Attested to By: **Jackie Walker**
Secretary