

**SNEE FARM COMMUNITY FOUNDATION**  
Board of Directors Monthly Meeting  
July 21, 2020 – Virtual Meeting via Zoom – 6:00 pm

**MEETING MINUTES**

**Interim President Jenny Hurst called the meeting to order at 6:00 pm.**

**Board members present:** Jenny Hilton, Jeremy Burnham, Jonathan Wilbourne, Adrian Cain, Mario Rasgo, TJ DelDuca, Jodi Daniels

**Absent:** Kathi Pogorzelski

**Minutes approved:** June Monthly Meeting Minutes approved electronically.

**Coordinator of virtual meeting:** Sue Shunk, Property Manager, Community Association Management Services, CAMS

**Invited guests:** Ronda Bossert, Regional Vice President, Charleston Region, CAMS;  
Shannon Powell, Community Manager with CAMS

**Interim President's Comments: Jenny Hilton**

Due to the coronavirus pandemic, we will plan to continue with Virtual Meetings via Zoom for the foreseeable future.

**Property Manager Report: Sue Shunk, CAMS**

- 1) Compliance total for July 1-17
  - a. Total items: 149
    - i. 48% for trash containers
    - ii. 12% for exterior maintenance
    - iii. 9% for landscaping
    - iv. 8% for signs
    - v. 7% for mailboxes
  - b. Of these, 86 violations were closed
  - c. Four compliance items resulted in fines.
- 2) With the Board's approval, a notice was sent out to the full community about the trash can rules.
  - a. This communication was sent through the CAMS website as a reminder that the neighborhood is driven on Mondays before 2 pm, specifically to look for trash cans placed at the curb prior to 2 pm.
- 3) We have been working with the Board of Directors on the date of the Annual Meeting and how to hold this meeting with CDC guidelines in place

- 4) Budget work should begin in September, October at the latest. I would encourage all members to become familiar with the CAMS website: [www.camsmgt.com](http://www.camsmgt.com).
  - a. The homeowner portal can be used to respond to any compliance letters received.

**Interim President's Report: Jenny Hilton**

1) **Traffic and Street Sign Replacement**

- a. This is a *federally mandated* project being completed by the Town of Mount Pleasant. This was not something our neighborhood requested. Many homeowners have expressed concern regarding the look of these signs.
  - b. The Board will be considering a more decorative option as we prepare the 2021 budget.
  - c. *Things to note:*
    - i. We must use the Town approved signage; however, we can choose to replace the standard metal poles with a more decorative option at our cost.
    - ii. If we choose to upgrade the poles, we (Snee Farm) will become liable for the maintenance and replacement of the poles going forward.
    - iii. The Board chose to have the Town remove the old signs and install the new signs as a cost savings to the neighborhood.
      1. Moving forward, SFCF will only have to pay for the decorative poles and their installation to replace the existing standard poles.
    - iv. We will be developing a Task Force in 2021 to assist with this project and would like for homeowners to volunteer to participate.
- 2) The Board of Directors elections are approaching. We encourage homeowners to apply and will be sending out a detailed email soon.

**Security: Jonathan Wilbourne**

Since the last meeting, there was one report of "Lost Property" in Snee Farm.

On Next Door the TOMP Police Department offered to talk to HOA's. I can coordinate a meeting, if desired.

**Finance: Adrian Cain**

1) **Cash and Reserves**

- a. As of June 30, 2020, we have:
  - i. \$536,450.80 in operating cash
  - ii. \$54,606.56 in Reserves
  - iii. First Reliance accounts were closed on June 1, 2020
  - iv. A deposit of \$10,433.75 will be reflected in our reserve account held by CAMS in our July financials

**2) Accounts Receivables**

- a. AR: We have \$32,335.10 in AR associated with fines, fees, unpaid assessments, and pending collections in process with our attorney
- b. Beaumont: We have \$3,000 outstanding from our annual agreement with Beaumont
  - i. A meeting has been set up with their Board – we expect to resolve this issue later this summer
- c. Whipple Road cell tower:
  - i. We have received \$2,000 from the lease for 2020
  - ii. We are still owed \$2,000 for 2019
- d. Billing and follow-up have and will continue to occur.
  - i. AR Aging:

0-30	Plus 30	Plus 60	Plus 90
\$3,967.60	\$1,584.67	\$1,833.94	\$24,948.89

**3) Eligibility for Voting in the Annual Election**

- a. This week a notice will be sent to all homeowners who have outstanding balances to notify them that they are ineligible to vote.
  - i. Please call Adrian at 843-973-0169, if you have any questions or would like to discuss your account

**4) Total Assets**

- a. Total Assets, net of our allowance for uncollectible accounts is \$604,533.44
- b. The Snee Farm Community Foundation is in a strong financial position

**5) Capital Projects**

- a. Next Phase Capital Project Budget:
  - i. Working closely with Kathi Pogorzelski and the Landscape Committee, several projects have been identified for the next phase
  - ii. This will be presented to the Board as we work through modeling this cost

**6) Landscape Committee Meeting**

- a. The Landscape Committee met with Reece Artigues to review the full scope of the capital project and outline the on-going maintenance cost associated with the full neighborhood.
  - i. We will have an increased annual cost associated with mulch
  - ii. This will be included in the budget preparation for 2021

**Maintenance: Jonathan Wilbourne**

**1) Gates on Whipple Road fence**

- a. We have quotes for the repair/replacement of the gates on Whipple Road. I would like to thank Sue Shunk, our Property Manager, for her assistance in getting these quotes. Hopefully, we will be ready to award the work soon.

**2) Gazebo**

- a. I will be contacting Sue Shunk to help with getting quotes for the painting of the gazebo.

- 3) Lights out
  - a. I've contacted Dominion Energy to discuss 4 lights that are out in our community and will follow-up with them as the lights are still out.
- 4) Main entrance lights
  - a. I was notified that we have 2 lights out at the main entrance. Thank you to Ed Hutson for resolving this issue.
- 5) Light too bright
  - a. We are addressing a resident's concern that one of the lights that belongs to Snee Farm (vs. to Dominion Energy) is too bright and causing it to be too bright inside his house. I will discuss the options with this resident.

**Landscape: Kathi Pogorzelski**

The Landscape Committee (Kathi Pogorzelski, Jodi Daniels, Dottie Teetor and Dorothy Clinton), Jenny Hilton and Adrian Cain held a meeting July 8, 2020 with Reece Artigues. The full scope of the capital project was reviewed and several smaller proposals were identified for the future. These future projects will be further discussed at the August 2020 meeting.

The Landscape Project has been completed and the Board would like to thank Outdoor Spatial Design and Artigues Landscaping for a great job! We look forward to working with Artigues Landscaping as they continue as our Maintenance Contractor.

**Restrictions: TJ DeDuca**

No information in addition to the Property Manager's Report.

**Architectural Control: Jeremy Burnham**

- 1) ACC requests have slowed down significantly over the past month.
- 2) Restrictions regarding the ponds
  - a. No boats over 14 feet long
  - b. Prior to putting a boat in one of the ponds, the resident must
    - i. Notify the ACC
    - ii. Have ACC approval
  - c. Ventura Villas do not have permission to put a boat in the ponds, but we can work with them on this
  - d. Using a trailer/vehicle to put in a boat
    - i. Tears up the grass, which is a problem
  - e. Please call Jeremy Burnham, 843-367-9202, with questions and for assistance to put a boat in one of the ponds

*Question: Dottie Teetor and Dorothy Clinton*

*There is an increasing amount of plant material growing in the ponds. Can someone check with maintenance about this?*

Jeremy: We have an agreement with the Country Club on maintenance of the ponds. I will reach out to them.

Mario: They did spray the ponds by Deleisseline.

Question: Jodi Daniels and Bob Ogilvie

*The message boards at each entrance are in a state of disrepair. Some residents have volunteered to help paint, clean and straighten the message boards to improve the appearance until funding is in place to replace them. Can we get this done?*

Jonathan: I plan to meet with a couple volunteers the Saturday morning to look at what needs to be done and discuss moving forward on fixing up the 4 message boards. I will also contact Jerry Barnett, who repairs the mailboxes in the neighborhood.

### **Communications: Mario Rasgo**

#### 1) ADAR

- a. During our last virtual meeting, it was brought up that some residents may not be aware of our community guidelines. Typically, new residents are made aware of these guidelines at closing.
- b. Dorothy Clinton follows up with a welcome call to provide information regarding Snee Farm.
- c. To further reach anyone who may not be aware of our guidelines, we have posted the message: ***“Get to know our guidelines. Go to SneeFarmCF.com”***
  - i. On the Home Page of [SneeFarmCF.com](http://SneeFarmCF.com) is a bold message that links directly to the Guidelines (ADAR) page.

#### 2) Sign Replacement

- a. The federally mandated street sign replacement project has begun. This is managed by the Town of Mount Pleasant.
- b. An email blast was sent out with information on whom to contact, if a resident had any questions or concerns.
- c. As they begin to replace the signs, we will be distributing the old street signs that people requested. We have a list of about 90 requests, taken in the order in which they were received.
- d. The Town has approximately 300 signs to replace in Snee Farm.

#### 3) Home of the Month

- a. The recipients of the Home of the Month for the 2<sup>nd</sup> quarter have been posted to our website under the Living/Home of the Month menu.

**6:43 pm – At this point the meeting was ended due to inappropriate interference.**

Other Reports or Information, Old Business and New Business were not discussed.

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## **Executive Session**

Immediately following the end of the Regular Monthly Meeting, the Board met for Executive Session from 6:55 pm to 7:29 pm.

### **TOPICS DISCUSSED:**

- 1) CAMS will send an email to all homeowners apologizing for the lack of security measures taken during the Zoom Meeting. This allowed hackers to take over the meeting by displaying vulgar and racist language and images.
- 2) We agreed to have Steve Hurst represent the Board in the GOBI lawsuit trial scheduled for Tuesday July 28<sup>th</sup>. Steve will accompany our attorney, Morgan Bryant, in the courtroom. All other witnesses will join via Webex.
- 3) The Board will meet Monday, July 27<sup>th</sup> to discuss the upcoming Annual Meeting and election details.
- 4) Financials, including the Monthly Income Statement and Balance Sheet, will be posted on the private CAMS portal for homeowners to view. These will be posted after each regularly scheduled monthly meeting.