

RIVER OAKS HOMEOWNERS ASSOCIATION

Meeting Minutes of 14 August 2017

1. Call to order

In the excused absence of the President and Vice-President, Michelle Jackson called the meeting of the ROHA to order at 7:00 pm on Monday, August 14, 2017 in the Conference Room at the Ashley River Fire Department.

2. Roll call – Quorum attained

Name	Email	Present	Absent
Kevin Bruch	kbruch@sc.rr.com		X
Jeff Morey	jmorey1@sc.rr.com		X
Darcia Hicks	odarciam@outlook.com	X	
Michelle Jackson	Mjackson4@sc.rr.com	X	
Anna Mitchel	mitchel.anna@yahoo.com	X	
Paul Amarendran	amarendran@knology.net	X	
Ernie Kornahrens	ekornahrens@outlook.com		X
Dean Hinson	dhinson1@sc.rr.com	X	
Bill Summer	wsummer@dorchester2.k12.sc.us		X
Sean Patrum	spatrum@gmail.com	X	
Betsy Mitchum	betsymitchum@gmail.com	X	
Dennis Shelters	Dandd8@aol.com		X
Ellen Sapp	emhawaii1@yahoo.com		X
Cheryl Cannon	ckcannon50@yahoo.com		X
Laura Cox	lauraraecox@gmail.com	X	
Matt Jones	mattswoodworking@gmail.com	X	
Jimmy Cooper	jamesfcooper2@outlook.com	X	
Darrel McKeown	darrel@ctelc.com	X	
Steve Gibson	stephen.gibson@carolinaone.com	X	

3. Secretary's Report

Minutes from July 2017 were presented. Dean Hinson made a motion to accept the minutes and Sean Patrum seconded. The motion carried. There was a discussion regarding the retention pond in Marsh Hall. Please see additional information under the old business section of the minutes.

4. Treasurer's Report

The Treasurer's report for June 2017 was presented. Paul Amarendran made a motion to accept the treasurer's report and Dean Hinson seconded. The motion carried with discussion on the overages in the general maintenance line items, lighting repair, and pine straw for spring that was not done.

5. Unfinished business

- a. Horizon estimate (103207) for 'smooth out the dry pond on Appian Way to allow for a cleaner look and easier trimming' - \$390.00. Horizon stated that this amount is required so that they will be able to mow/trim the dry pond. Paul is going to reach out to Keith Britt Trucking to see if they will come back and finish the job properly as members of the board feel that the job was not done completely. There were ruts left and items left in the ditch that should have been cleared out. We want to be assured that if we allow Horizon to complete the work as indicated in the estimate, that we won't be revisiting this issue again.
- b. Horizon estimate (103206) for 'Clean up wood line from baseball field to Tide Water Marsh side entrance. Underbrush area to remove all dead limbs and vines. Dispose of debris off site'. - \$2930.00. The Maintenance committee will add this to the list of items that need to be fixed (e.g. monument signs), repaired, cleaned, and will prioritize. The Maintenance committee will also include the long term plans for the Retention pond. We have voted and approved the \$900.00 to begin the process of complying with the Dorchester County Public Works requirements, but we need to know the long term cost and we need to add this expense as a line item to our annual budget.
- c. On April 17, 2017, the board, by email vote, approved Van's Tree Service to remove two trees on Park Forest Parkway that were rotted and in danger of falling into the road. The cost approved was \$700.00. Van's has provided the invoice but it was improperly prepared and sent to a specific board member. Darcia has reached out to Van's Tree Service to ask them to resubmit the invoice with the correct vendor. The money will be taken out of the reserve fund as the funds in the improvements and general maintenance budget have been exhausted.

6. New Business

- a. A strategic decision was made by the River Oaks Homeowners Board that evolved into a mutual agreement with Halcyon Real Estate Services to end the contract effective July 31 2017. The timing gives the board sufficient time to work with a new management company and allows for a smooth transition prior to the next dues assessment. The decision is also a benefit to the River Oaks HOA as it provides a slightly lower cost to the community that means another year without a dues increase.

The ROHA Executive Committee sent out Requests for Proposals (RFPs) to three different management companies. The committee reviewed the proposals and created a comparison chart for the board to review and vote on. (One company's monthly charge would have resulted in a \$40.00 annual increase in dues so wasn't considered). Of the two companies remaining, the Executive Committee recommended that we retain Dorchester Real Estate Services. While both management companies were very much equal and each would bring excellent service to the community, because the Board had worked with one company previously, the committee felt that choosing Dorchester Real Estate Services would serve the community best.

A motion was made by Michelle Jackson to retain Dorchester Real Estate Services as the management company. Paul Amarendran seconded the motion. There were 11 yes votes and 1 abstaining.

Discussion points:

- Have a DRES representative attend meetings more frequently to develop a relationship
 - Write up a lessons learned for future boards when considering management companies
 - The board compiled, verified and sent out violation letters this month and that information will be passed over to Dorchester Real Estate Services
 - DRES will send out letters to homeowners the week of August 21st with their information. They should also include a letter from the HOA Board. The draft letter was reviewed at the meeting and suggestions/edits were made to the content. The letter will be sent to the executive committee to ensure that it is included. Also, for those homeowners with outstanding balances, a statement of their account will also be sent in the same packet.
- b. An issue has arisen where, in an emergency, there needs to be one more signatory for the CresCom Bank account. The CresCom bank account requires two signatures for each check. Currently the President and Treasurer are the authorized signatures. The motion was made by Michelle Jackson to add the secretary position (Michelle Jackson at this time) to be the third signature. Laura Cox seconded the motion and the motion carried with no discussion.

Laura Cox made a motion to adjourn at 8:10 and the motion was seconded by Dean Hinson.

Minutes respectfully submitted by Michelle Jackson, 8/16/2017. The next board meeting will be September 11 2017.