

**SNEE FARM COMMUNITY FOUNDATION**  
Board of Directors Regular Monthly Meeting  
October 16, 2018 – Snee Farm Country Club – 5:30 pm  
MEETING MINUTES

**President Hurst called the meeting to order at 5:34 pm.**

**Board members present:** Steve Hurst, Ed Hutson, Jeremy Burnham, TJ DelDuca, Jenny Hilton, Michael Hagedorn, Jodi Daniels, Kathi Pogorzelski, Mario Rasgo

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

**Annual Meeting minutes:** To be approved electronically.

**Invited guests:** Jessica Turner, Southern Community Services  
Heather Evans, SF homeowner

**Property Management Report:** Jessica Turner was unable to attend the meeting due to illness. Report to be presented to the Board via email at a later date.

**President's Comments:**

I'd like to thank you all for attending. I'd like to ask Jodi Daniels, Secretary, to read the minutes from the Sept 26, 2018 Executive Session. The report is as follows:

- New board members Kathi Pogorzelski and Jenny Hilton were welcomed, with Steve Hurst being welcomed back.
- Elections for each of the different positions and committee chairs were held with the following results:

President	Steve Hurst
Vice President	Jenny Hilton
Treasurer	Michael Hagedorn
Secretary	Jodi Daniels
Architectural Control	Jeremy Burnham
Security	Ed Hutson
Communication	Mario Rasgo
Landscape	Kathi Pogorzelski
Restrictions	TJ DelDuca
Maintenance	Steve Hurst

There was discussion to add a Sergeant At Arms position and that Security might be broadened to include traffic and Town Liaison. These topics were tabled to be discussed at a later date.

Board members expressed an interest in serving on the different committees. Steve and Jeremy reported homeowners also interesting in volunteering. The committee members include:

Finance Committee	Michael Hagedorn – Chair Jenny Hilton
Architectural Control	Jeremy Burnham – Chair Jodi Daniels Dorothy Clinton Dottie Teetor Leah Banfield
Communication	Mario Rasgo – Chair TJ DelDuca
Landscape	Kathi Pogorzelski – Chair Dottie Teetor

Mario noted that the announcement of the 2019 Nominating Committee did not include a chairperson. Steve asked Jeremy to serve as Chair and Jeremy agreed. The nomination was seconded and passed with a unanimous vote.

Michael asked board members to submit their annual budgets to him at the next meeting on Oct. 16<sup>th</sup>.

The meeting was adjourned at 7:30 pm.

**President's Comments cont'd:**

I'd like to mention three homeowners who have offered to assist the Board in any way possible. This to make board members aware, if they need help:  
Tom Muhs, Buddy Goodson and Joe Ross (Landscape).

I'd also like to thank Dottie Teetor, Jeremy Burnham, Mario Rasgo and Michael Hagedorn who all helped mitigate the SCE&G Whipple Road tree trimming situation, once it came to our attention.

I attended a seminar October 8<sup>th</sup>, hosted by SCS, to address the new South Carolina HOA Bill 3886. In the past SC HOA's have deferred to Nonprofit Corporate Law and Case Law. This Bill is an effort to try to codify that. In the case of Snee Farm, my takeaway is that it has virtually no impact on us as we are in compliance.

Our annual meeting was well attended and we enjoyed a significant increase in voter turnout over previous years. Special thanks to those who attended and our invited speakers.

Our landscape architect, Evan Brandon with Outdoor Spatial Design, expects to have the survey and inventory work completed and incorporated into a report due to us around the 1<sup>st</sup> of November.

**Security:**

Ed Hutson reported that he received no incident reports from the Police Dept. this month.

**Finance:**

The monthly financial statements were not available to review prior to tonight's meeting due to the Property Manager's absence.

Michael Hagedorn reported that when he was preparing for the Annual Meeting, he identified an error in the accounting. It is going to be corrected and submitted to Michael on Friday for review, at which time he will have a revision from the beginning of the year.

One of SFCF's reserve account bank CD's is up for renewal and should be moved to another bank offering a higher interest rate. An officer from the board will go to the bank with Michael so that the money can be moved to another location.

**Records:**

Heather Evans, a SF homeowner, requested to review the SFCF minutes dated prior to 2014. Minutes from 2014 to the present are posted on the community's website, **sneefarmcf.com**.

Coincidentally, SFCF received a notice of increase in the monthly fee for its storage unit at Extra Space Storage. In search of the requested additional board meeting minutes, Michael and Steve moved approximately 20 banker boxes and 2 four-drawer file cabinets to Michael's garage. (The records and Christmas decorations are stored in this unit, for which we currently pay \$77 per month. The notice stated the cost for the unit will be increasing to \$89 per month.)

The material was sorted and condensed to 7 boxes. Documents past their retention periods were properly discarded. Board meeting minutes were found in various forms of completeness dating back to 1975.

- Michael raised the question to the board of downsizing the storage unit for the remainder of the year to a 5'x5' unit since SFCF's storage needs have been significantly reduced. Steve had researched smaller storage space prior to tonight's meeting and received a quote of \$45 per month.
  - o Storage Unit:

- At the Executive Session meeting on October 18<sup>th</sup>, the board voted unanimously to downsize the storage unit.
- Jenny raised the question of scanning the records into an electronic file and paying a one-time fee. Steve had obtained a quote of \$.75 a page, possibly less on a volume basis. This would amount to a significant expense. At this time, the records will be stored at a board member's home under lock and key.
  - Retaining Records:
    - At the Executive Session meeting on October 18<sup>th</sup>, the board members voted unanimously to keep Meeting Minutes indefinitely. Financial records will be kept for 3 years.
  - Records Requests:
    - At the Executive Session meeting on October 18<sup>th</sup>, the board members voted to require all records requests in writing. Upon approval, the maximum records made available will be those post-dated 3 years from the present date. Records further back than 3 years will not be available.

### **Maintenance:**

Steve Hurst reported that the contracted lake and irrigation work continues on schedule.

We are waiting for an estimate on some electrical work at Indigo Cut. We want to move some things out of harm's way prior to the Stormwater demolition.

The Snee Farm Gardens signs have been removed.

Rainfree irrigation identified damage caused by the Stormwater crews at the front entrance and damage caused by Brightwater (Snee Farm Village builders) at the circle. Both parties have acknowledged responsibility and these areas will be addressed when their work is complete.

Also Brightwater plans to take down the orange tree protectors and the temporary backflow valve in the circle in November.

Steve has been in close contact with SCE&G regarding damage to the fence resulting from their pruning of the Whipple Road easement. SCE&G will take responsibility for the damage.

Michael, having talked with the SCE&G supervisor that day, explained tonight why SFCF had no knowledge that SCE&G would be out to do the tree trimming that was contracted along Whipple Road:

There are three sets of power lines on Whipple Road, with a large metal pole, a triple wood pole and smaller poles in homeowners' back yards. The large metal pole has a 50-foot easement off the outside wires, which overlaps the

poles in homeowners' back yards. When the easements overlap, there is no requirement that notification be made to the homeowners. Email blasts were sent later that day to the property owners affected, with whom to contact and an explanation.

### **Landscape:**

Kathi Pogorzelski reported that the grass outside our front entrance will be left at 3 to 4 inches for the winter to provide some green for a longer period of time.

Forever Green continues clearing by the edge of the water at Casseque. This is being done gradually, so that it is not such a dramatic cutback. They will cut the trails on both sides of Casseque. This is done several times during the growing season.

### **Restrictions:**

TJ DelDuca reported that violations are averaging 20 per week. We did not look for violations the week of the tropical storm. We will be sending out quarterly balance statements of any violations totaling over \$500 owed to the HOA.

### **Architectural Control Committee:**

Jeremy Burnham reported that for the month of September we had 9 requests. As of October 16<sup>th</sup>, we've had 10 requests for the month of October. We are still receiving emails for requests, rather than homeowners filling out the ACC request forms found on our website. Using the online form helps to prevent the requests from being missed.

The ACC Approval Form can be found at [sneefarmcf.com](http://sneefarmcf.com) by:

- 1) Clicking on Community Docs/Info, followed by Acc Form *OR*
- 2) Clicking on Directory, followed by Committees, Architectural Control (MORE), 2/3 of the way down the page is [Request for ACC Approval Form](#)

### **Communication:**

Mario Rasgo reported that email blasts sent out this month included notice of the Red Balloon Yard Sale. The website and sign boards were also updated to include this information. This year the organizers gave us the information early, which was very helpful. From going around the neighborhood, the event appeared to be very successful.

As with the email blasts sent to those affected by the SCE&G tree trimming, we are able to target emails to those within the neighborhood by using various filters, such as homeowners who live on a particular street.

An email blast to notify the neighborhood of the change in recycling pick-up due to the storm was sent out. This email also included a notice of when the meeting minutes are posted on the website – this was as a result of a homeowner's request at the annual meeting. This message also indicated when tonight's meeting was scheduled, in order to bring increased awareness to the monthly meetings.

Today an email blast was sent out to make homeowners aware that the town will probably make it to Snee Farm tomorrow to pick up our yard debris, as it catches up with the delayed schedule.

The Communications annual budget was sent to the Treasurer, with a request for an upgrade to our form builder. Advantages of the upgrade

- 1) It will allow homeowners to upload documents and additional info. to include with an ACC Request Form,
- 2) We can create a form where homeowners can send in feedback regarding the new landscaping plan and signage upgrade project. An email blast will be sent out directing everyone to this area on the website.

#### Foundation Member Input:

Heather Evans requested that the meeting date and time is posted on the sign boards. Another suggestion from the audience was that an email is sent out the day before the meetings to notify homeowners. Mario replied that an email could easily be sent out.

JoAn McDaniel requested that the meeting time is changed from 5:30 pm to 6:00 pm to make it easier for more people to attend.

Heather Evans requested that the agenda is sent out with the email reminder of the meeting so that people can decide if something of interest will be discussed that night. This request is on tonight's agenda to be discussed under New Business.

Dennis Berry asked for clarification that the landscaping project plans are now posted on the website and that email blasts will be sent out with updates. Mario verified that the plans are there to view and updates will be sent out.

#### **NEW BUSINESS: (Including Foundation Member Comments)**

##### Meeting agendas:

Steve made a motion that the agenda is posted on the website the Friday before the monthly meeting. The motion was seconded and passed unanimously.

An email reminder will also be sent out the day before each meeting with where to find the agenda for the upcoming meeting. Mario and Michael noted that, after

approval by the Board, meeting minutes are posted approximately 2 weeks after a meeting at [sneefarmcf.com](http://sneefarmcf.com) under Community Docs/Info, and Meeting Minutes.

#### Email Polling:

Steve asked Mario about the possibility of email polling through our website. Mario responded that there are several systems available, depending what we are trying to accomplish. Security to prevent manipulation of the survey and the route used or goal of the survey may determine the cost.

Discussion pursued regarding appropriate topics for when to poll the community for purposes of transparency and communication:

- before spending significant funds – this would also be appropriate for the protection of the Board members,
- something affects a certain percentage of the homeowners,
- something that would impact the values of homes in the neighborhood
- large capital projects over and above the operational budget spending
- something that would change the aesthetics of the neighborhood
- if someone were interested in changing the restrictions and has petitioned a significant percentage of the neighborhood who agree with the issue
- when to discontinue polls - if little response is repeatedly received

It was agreed among the Board and Foundation members that constructive feedback from the community is valuable.

#### Additional Detached Units:

Steve shared with the Board that Stacy Jennings wrote a nice letter to him after the Annual Meeting asking that the topic of Additional Detached (or Dwelling) Units (ADU's) would be discussed. Jeremy explained that to make something an ADU, it has to have a stove. According to the Town, if someone is using a rental unit without a stove, it becomes a DHEC issue. SFCF Restrictions (ADAR) prohibit ADU's.

#### Street signs:

Heather Evans presented a proposal to reconsider the topic of changing the design of the street signs throughout Snee Farm and that the options are distributed to homeowners for feedback.

Prior to voting on this issue in January 2018, the Board spent a tremendous amount of time evaluating and discussing all the available information and considered all the options. Jeremy noted that when the Town's proposed street signs and posts were discussed, no one on the Board liked the Town's designs.

To deviate from the Town's designs would make SFCF completely responsible for the cost of replacement, installation, maintenance, damage repair, etc. Steve reported that all of the quotes for any deviation were over six figures.

TJ stated that it is a federal requirement that the entire Town of Mt. Pleasant change out the street signs to meet certain requirements – information is available on the Town website.

Mario summarized the Board's January decision: It was decided, with the cost of the landscaping and entrance sign upgrades and potentially wanting to coordinate the street signs with the new landscaping, as well as the construction site disruption with the Stormwater project, SFCF would let the Town incur the cost of removing and replacing all the signs at this time. We could, at a later date, revisit the topic to decide whether we want to install street signs of a different design and whether SFCF can afford to take on all the costs associated with that responsibility.

Jim Ball proposed that the Board revisit the street sign issue after the signs are installed and will gather feedback from homeowners.

- This proposal will be discussed at the Executive Session on Nov. 6th.

**Meeting Adjourned at 6:59 pm.**