

SNEE FARM COMMUNITY FOUNDATION
Board of Directors Monthly Meeting
September 17, 2019 – Snee Farm Country Club – 6:00 pm

MEETING MINUTES

President Hurst called the meeting to order at 6:01 pm.

Board members present: Kathi Pogorzelski, Jodi Daniels, Jeremy Burnham, Steve Hurst, Mario Rasgo, Jonathan Wilbourne

Absent: Adrian Cain, TJ DelDuca, Jenny Hilton

Minutes approved: Annual Meeting Minutes are being reviewed at this time.

Invited guest: Sue Shunk, Southern Community Services

Property Management Report: Sue Shunk

The Annual Meeting went well.

Violations: 56 for August, with the majority for trash cans being left out.

The Board has been provided information on logging into the SCS portal.

President's Comments: Steve Hurst

Thanks to our homeowners for their cleanup efforts. I heard several accounts of neighbors helping neighbors. Special thanks to Jody Peele and the Town of Mount Pleasant for their quick response as well.

Jeremy Burnham, Adrian Cain and Jonathan Wilbourne were each elected to fill 3-year terms on the Board Congratulations!

An Executive session was held September 11th and the following are the positions for 2019/2020:

President	Steve Hurst
Vice President	Jenny Hilton
Secretary	Jodi Daniels
Treasurer	Adrian Cain
	Committee: Michael Hagedorn
Landscape	Kathi Pogorzelski
	Committee: Dottie Teetor, Dorothy Clinton, Jodi Daniels

Security	Jonathan Wilbourne
Compliance	TJ DelDuca
Communications	Mario Rasgo
Architectural Control	Jeremy Burnham Committee: Dottie Teetor, Dorothy Clinton, Jodi Daniels
Maintenance	Jonathan Wilbourne Committee: Ed Hutson

Security: Jonathan Wilbourne

A summary of daily police reports is posted on the TOMP website.

MPPD identified four reports of criminal activity in Snee Farm for the month of August.

- Two of the four were for suspicious activity. One for a stolen (unsecured) vehicle.

Finance: Michael Hagedorn

Steve Hurst, Adrian Cain (new Treasurer) and Michael Hagedorn met to discuss Adrian's transition to the Treasurer position and procedures involved.

- The decision was made to increase the speed in the interval of the notifications of fines as opposed to continuing with the rollout, as has been done in the past
- A budget needs to be put together for 2020.
 - o Committee Chairs need to contact their vendors to rebid the vendors' services. These budgets need to be submitted by the next meeting, if possible.
 - o Michael Hagedorn can assist, if needed.

Maintenance: Steve Hurst

Our contracted lake and irrigation work continue as scheduled. Other than a small tree that needs to be removed in Sea Oats, I am not aware of any damage in our common areas following Hurricane Dorian. We were very fortunate and did not need to spend any money on tree removal, which is normally a budgeted expense.

Ed Hutson filed a formal complaint on September 16th with Dominion Energy on the damages to our irrigation at the main entrance.

Michael Hagedorn: The insurance company required that we get three bids for repairs to the main entrance sign caused by the recent car accident. They ranged from \$5,000 to \$12,000. Insurance will be cutting a check next week for what they determine to be the value of the damage. This will offset some of the cost of the new sign.

Landscape: Kathi Pogorzelski

The front entrance sign has been demolished to begin work on the new sign. The Landscape Project has taken off! Forever Green continues weekly cleanup, weeding and pruning.

Restrictions: Steve Hurst

For the month of August, we had 48 new violations noted, total of 56 letters sent. We have resolved some violations during the month of August. Those numbers are not available at this time.

Architectural Control: Jeremy Burnham

Since the Annual Meeting there have been 4 new requests, mostly for fencing and tree removal.

The Board met in Executive Session to discuss a resolution of how to manage homeowners that defy ACC approval and the covenants. We will write a policy and present it to our attorney. Once approved by the attorney, this will be presented to the homeowners at a meeting.

Communications: Mario Rasgo

Due to Hurricane Dorian, the following email blasts were sent:

- Informing everyone they should expect yard debris collection delays
 - o Followed by a link to the TOMP Newsroom for updates on the collection schedule
 - o A section of the collection information from the Town was highlighted on how we could help them by cleaning up (i.e. cleaning up the smaller debris left behind)

An email blast was sent listing the new Board members and their roles.

The website was updated with the new Board member information.

UNFINISHED BUSINESS

Landscape Project Update: Steve Hurst

- Demolition of the main entrance sign began on September 16th.
- We have not received signage quotes for the signs at the three remaining entrances.
- We received the preliminary contract from the landscape contractor, Reece Artigues, but it needs some clarification. The scope and numbers are not what I expected to see.
- The GOBI Lawsuit is scheduled for mandatory mediation on October 7th.

NEW BUSINESS

Board Members' Informal Goals for Committees:

- 1) To start and finish our Sign and Landscape Project
- 2) To establish a Snee Farm Stakeholders Committee with the Club, Ventura Villas, Snee Farm Lakes, Brightwater Homes and possibly Beaumont to meet occasionally or quarterly
 - a. To discuss sharing expenses on some things
 - b. To discuss how we can help one another
- 3) To organize the documents in our storage facility
 - a. We need legal guidance on what to keep
 - b. We need time and effort to go through all the boxes

Heather Evans suggested getting all the documents in one place and possibly creating a History Preservation Committee to collect, organize and preserve the history of Snee Farm that may be reflected in the documents.

- *The documents could be stored electronically.*

Dorothy Clinton recommended that there should be a more concerted effort to welcome new homeowners

- *We need to get that information from SCS as soon as the closing documents are signed*
- *Deliver a hard copy of the ADAR or have the new homeowner sign something that states they don't want a copy, but they understand these are the rules.*

Dorothy Clinton: Is there ongoing reinforcement of requiring homeowners to paint their mailbox posts and numbers as was started in the campaign earlier in the year? SCS was given 6-8 weeks to see that this was done. Sue Shunk will remind those involved to follow through on this part of the beautification project.

It was pointed out that when cleaning up yard debris, it needs to be bagged, rather than raked to the street. The equipment used by the Town does not do a good job of picking up unbagged leaves, etc. Leaves need to be cleaned up to prevent clogging the stormwater drains.

Deborah Wilbourne suggested a monthly Snee Farm newsletter. Deborah volunteered to put together a digital newsletter and work with Mario on this.

Steve Hurst: How are we doing with getting the contact information for new homeowners from closings?

Sue Shunk: SCS receives this information about two weeks after a closing.

- *There are two Board members on the Welcoming Committee, who receive an automatic email with the new resident contact information from each closing.*
- *New residents receive a letter from SCS – Mario asked for a copy of this letter to review.*
- *Mario will work on important information realtors can reference and pass on to those looking to buy in Snee Farm.*

The letter to new residents from SCS will include a link to this information on the Snee Farm website.

Tom Blomquist: Personalizing the Board would be helpful to homeowners and may encourage more interaction.

- 4) Freshen up the gazebo
- 5) The Accounts Receivable (AR) has been cleaned up and lowered significantly over the past couple years. To see it even lower.
 - a. Michael Hagedorn: May not be possible to get lower than the current \$16,000.
- 6) Send out more email blasts to try to reduce the number of fines

Discussion of how to obtain more residents' email addresses for the email blasts.

- *Send out postcards to those whose emails we do not have.*
- *Repeatedly reaching out to homeowners.*

- 7) Update the Amendments Declarations and Restrictions (ADAR)
- 8) As a Board, we can better document our processes so that if members of the community have questions, they can fully understand the processes.
- 9) Institute a good neighbor policy where we help each other (i.e. bring in a neighbor's trash can) so that simple things do not become an issue.

The Board will meet to discuss these ideas. Input from the community is welcomed!

FOUNDATION MEMBERS – Request to speak

Heather Evans: A notice regarding a fine from 2017 was received in the mail, with no return address information.

If you receive a letter from SCS:

- SCS is now required to send notification of a violation via email and by mail.
- If you have resolved the issue after receiving the email, ignore the letter.
- There are a series of three letters that go out regarding a violation:
 - o First – a courtesy reminder
 - o Second – a reminder that you have already been notified of this violation
 - o Third – a notice of fine for that particular violation
- Sue will put together this information to be sent out in a newsletter

Meeting was adjourned at 6:44 pm.

