

Minutes
REFUGE at WHITE HALL OWNERS ASSOCIATION
Board of Directors Meeting
5404 Nesting Place
November 6, 2013, 7:00pm

- I. Attendees: Carlisle Harrison, Rodney McLeod, Smith Riviere and John Thompson, and Robert Young (Teleconference)
- II. Call to Order: Carlisle Harrison called the meeting to order at 7:00 pm.
- III. Approval of Minutes: October 3, 2013 minutes approved.
- IV. Committee Reports
 - a. ARB: Frank Glover verbally reported to HOA President no issues requiring board attention. The issue of proper display of for sale sign was addressed to homeowner. Signs are to be displayed IAW Article VI Section 6.18. Frank restated that he had a rough draft of Standard and Policies and will forward them for review. There were concerns raised at the board for the ARB action an or review (i.e. Light Pole leaning and an issue of status of action on 8669 Refuge Point Circle). The board restated its end objective is to have standards to provide to owners at the February 20, 2014 Annual Meeting.
 - b. Treasurer Report: John Thompson submitted the attached Treasurer's report. He also provided a status of fund briefing with attachments. The CY 2014 budget was briefed and approved by the board with the proviso of inputs from the CAIC.
 - c. Preservation Lane Advisory Committee (PLAC): Robert Young briefed the status of PLAC via teleconference. PLAC met on October 22, 2013. PLAC's member present walked Preservation Lane and found it to be in a serviceable condition. There were areas observed that may require attention but will be reevaluated in January 2014. There was a request made that some sort of standard be developed to determine when areas require intermediate maintenance.
 - d. Common Property Advisory Committee: Smith Rivière submitted the attached CPAC report attached. CPAC meet on October 24, 2013. He updated the board that a Safety Mirror at the Front Entrance at the curve was added to actionable items. This was previously an open item to Will Terrell and he should have background information. Background information on Lot 24 utilization and kayak liabilities were discussed.

- e. Community Interface Advisory Committee (CAIC): Rodney McLeod submitted attached CAIC's report. Newsletter inputs needed by November 22, 2013. Target date for distribution is December 6, 2013. Shag and Oyster Roast at the Pavilion on October 26, 2013 had 35-40 attendees and was resounding success. This success was echoed by board members in attendance. He briefed that initial email addresses spread sheet sent to board members for review. .
- f. Disaster Preparedness and Public Safety Advisory Committee (DPPSAC): (No Update) Carlisle Harrison submitted attached DPPSAC's report. Threat assessment preliminary walk through to be conducted by October 31, 2013.

V. Old Business

- a. Directors Review of Covenants and Restrictions and By-Law (Board Training): Briefing Deferred - Rodney McLeod briefed on "Neighborhood Communication and Involvement and Board Training outline is attached. John Thompson is confirming HOA's CPA Maurice White brief at the November meeting. (TBD)
- b. HOA Strategic Plan: No Update - Carlisle Harrison briefed due to need for further explanation and discussion proposed Core Values of **RESPECT**: (1) Respect (2) Environment (3) Safety (4) Preparedness (5) Exceptional (6) Courteous and Trust. And Key Result Areas and Core Values a separate offsite is needed.(January 8, 2014)
- c. HOA File Plan: No Update - Emphasis is now to be placed on establishing a HOA's Book of Minutes and will be tasked to the Secretary to create an electronic and a hard copy book of minutes. (January 8, 2014)
- d. The Refuge Assessment Walk: The board requested the ARB to do a physical baseline assessment of the Refuge against known: "Use Restrictions and Maintenance Repair" in CC&R before rolling out new standard. (December 4, 2013)
- e. Board (Outsourcing and Volunteers): Carlisle Harrison briefed that there were two proposals for outsourcing the HOA management functions. The two submissions were from Sentry Management and Community Management Group (CMG) both members of the Accredited Association Management Company. Consider discussions ensued and Rodney McLeod and Smith Rivera is to established protocols for assessing and selection criteria for the board to consider. outsourcing. (December 4, 2013)
- f. Delinquent Account Protocols and Procedures: John Thompson reviewed with the Board approved delinquent protocols. (Item Closed)

- g. Preservation Lane Litigation: Carlisle Harrison briefed all supporting documentation has been provided to HOA attorney. (December 4, 2013)
- h. Legal Determination on Consultation Services: (No Update) Pending legal counsel recommendation on course of action to be taken. (December 4, 2013)
- i. Board Vacancy and ARB Appointment: Rodney McLeod has again stepped up to serve as chair of the nominating committee for CY 2014. Board vacancy and possible candidates discussed. Nominating documents to include proxies will be finalized. (December 4, 2013)
- j. Lot One Remediation and Resolution: Carlisle Harrison briefed that the accepted planting agreement has been implemented. Awaiting formal response back from Middleton Plantation and the City of North Charleston. Smith Riviere and Carlisle Harrison have looked at Lot One and it appears to be in total compliance. Carlisle Harrison will follow-up on earlier request for approval.(December 4, 2013)
- k. Preservation Lane Fence Line Management: The question remains as to what was the HOA responsibility for maintaining the fence line in a serviceable condition. Additional research is to be undertaken to determine how the fence line is to be managed and accounted for if it to be considered a HOA buffer zone. Question of scope of responsibility and liability sent to HOA attorney for an opinion. (January 8, 2014)

VI. Next Board Meeting: December 4, 2014, The 5404 Nesting Place, 7:00pm

VII. Adjournment: John Thompson moved to adjourn, Rodney McLeod second meeting adjourn at 8:35 pm.

Approved _____
Carlisle Harrison, President

Recorder
Carlisle Harrison

Attachment One: Treasurer's Report.
Attachment Two: CPAC's Report
Attachment Three: CAIC's Report