

Minutes

Refuge at Whitehall Homeowners Association

Drake Residence
February 7, 2017, 7 P.M.

Attendees: Larry Drake, Woody Fields, Mark Palmer, April DuPree

- **Call to Order:** Larry called the meeting to order at 7:05 pm.
- **President's Report:**

Larry started out by welcoming April DuPree who has agreed to serve as Secretary on the HOA Board. She has a lot of experience in the business world and has a working knowledge of Robert's Rules of Order. Larry indicated he is working on the residents list that can be used for emails, phone calls, etc. He still has just two neighbors to get the information from and then he will send it to everyone on the email list which should be everyone in the neighborhood except renters.

Larry pointed out to April that the Present/Proxy form will be sent to all residents for them to designate proxies if they are not to attend the annual meeting. April said she would make several copies of the directory to speed up the check in process. April asked about the 2016 Annual Meeting minutes. Larry pointed out that the minutes have been posted on the website all year giving residents sufficient time to review them.

There are two board positions coming up for a vote at the Annual Meeting. Larry will send out nomination forms over the weekend to allow residents to submit nominations that will be voted on at the Annual Meeting. Larry asked the Board members if they thought we need to provide refreshments at the Annual Meeting. After some discussion, it was decided that refreshments would not be provided.

The draft agenda for the Annual meeting was passed out. A discussion was held about the director's reports that will be made at the appropriate time during the meeting.

- **Vice-president's Report:**

Woody has reviewed the Greenery contract and has concerns about the completion of the monthly tasks. He has asked the representative for our area to meet with him for a complete review in order to make any revisions needed. Larry pointed out that the fence along

Preservation lane is not being maintained like all other common property is. Specifically, the leaves along the fence are not being removed which causes a flood along the road during rain storms.

Woody pointed out that he will have the estimate for repairs and additions to the Preservation Lane fence by Thursday of next week. That estimate will include placing the one section right at the entrance that is wide open, repairing the two sections that were knocked halfway down when trees fell on them. Larry indicated this work is long overdue and we should see that it gets done. Mark also suggested we might want to consider placing fencing from the brick wall all the way to the existing preservation lane fence to make it more difficult for kids to wander in.

Woody reported that he will have in hand next week the SCE&G contract for placing four new lights in the neighborhood. When he receives it, the Board will decide if the project should continue. Woody is also getting bids on several more projects: lighting on the dock all along the handrails, getting estimates on placing a light at the entrance to the dock, determine what lights at the pavilion are required for safety and trespass concerns, and replacing all of the defective wiring at the entrance to the subdivision. It is known that Murrie developed the subdivision using fewer lights than what SCE&G had recommended as indicated by the photometrics. Woody has taken a detailed look at the lighting at the entrance and thinks it is subpar at this point and should be replaced. Woody also has a contractor determining what is needed to repair the door to the dock and place a new cipher lock. The door has been hit by vandals several times and there are measures needed to make it more difficult to destroy.

Woody is also going to shop our insurance policies around. A Refuge resident is in the insurance business and pointed out that the budgetary amount is too high for what our needs are. Our policies with State Farm have just been renewed every year without a review and need to be compared to other companies'. Larry suggested that Woody get a copy of our policies from State Farm to use for the comparison using the monthly amount budgeted as a benchmark.

- **ARB Report:**

Mark reported that he is reviewing the standards from this Board for operations of the ARB. Larry indicated that he is currently reviewing the standards and has made a few changes. He will send them out when he is done.

All the directors have the responsibility to do a walk-through of the neighborhood periodically and provide April with the address of the violation. She will in turn send the resident a letter indicating the violation and what the potential fine will be.

- **Next Meeting:** March 7, 2017 at the Drake residence, 7 p.m.

- **Adjournment:** Larry entertained a motion to close the meeting. Woody so moved and it was seconded by April. The meeting was closed at 8:10 pm.