

REFUGE AT WHITEHALL
BOARD MEETING MINUTES
April 17, 2024 – 6:00 p.m.
Home of Kirk Kilgore – 8529 RPC

The meeting was called to order at 6:06 p.m.

Present: Bush, Domingo, Kilgore, Newman, Randolph
Absent (excused): Lytton

There were no guests to be recognized and the Board continued in Executive Session.

Committee Reports were presented.

TREASURER – Newman – The budgets are in good standing. Balances were presented for all accounts. Taxes were filed by Ray on 04/15. Document available for review by BOD as necessary. Letters were sent to the (3) residents who have not yet paid their annual HOA dues. Recommended upcoming expenses: (1) Resurface of Preservation Lane – Ray to coordinate with Dan the Man contractor - \$2500. BOD – previously approved expense. (2) Palm tree, stump removal and tree trimming around pavilion – Kris to coordinate with Paz Tree & Stump, LLC. - \$1650 (estimate provided to BOD in email 04/14/24) – unanimously approved.

ARB CHAIR – Domingo – Newsletters were distributed via email and in-person to residents' mailboxes. The pavilion was pressure-washed and new flowers planted (Thank you Domingo Family). Ongoing discussion of (2) specific recent events relating to the Trans dogs (reported by Shealy and McClellan – email and text, respectively). Stacey reviewed the file with the BOD and discussions with a local resident (law officer James) who referred to her to Animal Control Officer Bond (whom Kirk has contact with). Kirk recommended through email and text that Shealy and McClellan make formal reports to Officer Bond with Animal Control. Officer Bond can be reached at 732-903-8234. Photos and video are very helpful in levying fines and bringing cases into court so the offenders may answer appropriately and be held accountable. The BOD recommended that the Trans be notified again (certified mail) about their past due fines outstanding. Allowing (14) days for payment, without payment, a lien will be placed on their property per our HOA Covenants.

OLD BUSINESS:

There was a brief discussion on document scanning/retention. BOD reviewed and approved the proposed Record Retention and Destruction policy previously via email. Busch and Lytton will work on a proposed file structure for Board review. Kris/Marcia

OLD BUSINESS (cont): Other old business items from the March meeting were concluded/completed by the BOD members, City of North Charleston, and Pleasant Places.

NEW BUSINESS:

We are delayed in installing the swing set due to the contractor's schedule. Estimate approved; deposit mailed.

DOCK UPDATE: There needs to be a new lock installed (the current lock has been plugged). Kris to follow-up with Shealy (resident) to have a new lock installed. It was determined that the BOD will take another look at the work required and potentially have residents/volunteers replace the rotting boards vs. hiring a contractor. There are approximately (12) deck boards and (13) hand railings identified that need replacing. We will discuss it prior to the next board meeting and estimate replacement costs. It was decided that the spring clean-up day, May 4th would not be appropriate for dock repair.

May 4th – Spring Clean-Up. The BOD has scheduled a walk through to create a list of items that require attention. Volunteers will be requested/coordinated for spring clean-up. Rodney McLeod will prepare lunch at the pavilion. The number of volunteers is necessary for planning.

The sidewalk at the pavilion was discussed and needs to be marked appropriately to advise North Charleston. Their initial visit did not disclose any hazards per the technician. We should schedule a meeting on-site with the technician when they are able to come again.

SPECIAL NOTE: City of North Charleston Councilman Kenny Skipper is scheduled to attend our monthly meeting on Wednesday, June 19, 2024 at 6:30 at the pavilion. All residents are invited to attend an open forum discussion and Q&A with Councilman Skipper. Light refreshments will be available.

The meeting was adjourned at 7:12 p.m. by unanimous approval.

Respectfully submitted,
Kirk J. Kilgore, HOA President
Acting Recording Secretary