

MINUTES

Jarvis Creek Club, POA

Board of Directors Meeting
Thursday, May 3, 2018 at 3:00pm in the IMC Conference Room

- I. **Call to Order and Certification of Board Quorum** – With a Board quorum, Peter Kristian called the meeting to order at 3:01pm
- A. **Directors Present** – Peter Kristian, President; Chuck Lobaugh, Vice President; Joyce Biales, Treasurer; Alan Carter, Director
- B. **Directors Absent** – Matthew Edmunds, Secretary
- C. **IMC Representatives Present** – Dave Lewellen, Association Manager; Lyndsey Dorshimer, Minutes
- II. **Owner Forum** – Nothing at this time.
- III. **Approval of Board Meeting Minutes**
- A. **February 22, 2018** – Joyce Biales made a motion to approve the minutes from the February 22, 2018 Board meeting, as presented. Chuck Lobaugh seconded the motion. The motion passed without opposition.
- IV. **Financial Report**
- A. **Cash Position** – Dave Lewellen reported on the cash position as of March 31, 2018.
- | | |
|---------------------------------------|---------------------|
| • Operating Checking – AAB | \$69,812.84 |
| • Insurance Reserve – AAB | \$1,057.56 |
| • Replacement Reserve – AAB | \$47,865.12 |
| • Title Transfer Reserve – AAB | \$30,769.13 |
| Total Bank | \$149,504.65 |
- B. **Accounts Receivable (Executive Session)** – The Board entered Executive Session at 3:03pm. During this time, they discussed any outstanding balances. The Board exited Executive Session at 3:10pm.
- C. **Budget Variance Report** – Dave Lewellen reported on the budget variance report through the first quarter of 2018.
- V. **Update on the Bridge Project**
- A. **Update on the Bridge Project** – This project is finally winding down. With the permanent striping of the new road beds, hopefully the traffic delays have come to an end. Electrical

service is in the process of being installed for the aerator and irrigation at the front lagoon. A GFI outlet will also be installed on the south inside stucco wall. Once the service is installed it will be screened with landscape material. The location of the electrical service box was predicated on two factors; the box needs to be by code above the flood elevation and second we wanted to maintain the unobstructed view of the long axis of the lagoon and the fountain when you enter JCC.

- A. **Gate Issues for Discussion** – Once the electrical service has been installed, Custom Security will install all the motors and additional hardware that will facilitate the gate operations at the ingress and egress at the entrance. The Board has asked that the gates be open from 7:00 a.m. to 7:00 p.m. as a test period. Once we have worked with this time frame for a period, adjustments may be made to the gate schedule.

VI. **Committee Reports (2018 Appointments)**

- A. **ARB – Smartwebs Software** – Chuck Lobaugh stated that Smartwebs, the software that the ARB is now using, is working great. It creates a living history of the property that can be researched at any time, and is completely transparent and user friendly. Overall, everyone seems happy with the new software. Currently, there are three major projects, all of which have been approved.
- B. **Pool** – Nothing to report at this time.
- C. **Security, Covenants & ByLaws** – Nothing to report at this time.
- D. **Grounds & Entrance** – Pine straw has been scheduled.
 - a. **How to handle the bush-hogged area behind the pool going forward** – Chuck Lobaugh presented the Board with a map of this area with suggestions from the owners on what they would like to see. They would like it to become an area where kids can play. At this point, the Board has given Chuck the “ok” to proceed with getting quotes from Hilton Head Landscapes, along with 3-4 other landscapers based on the drawings presented. The owners would like to see a mixture of Crepe Myrtles and Oak Trees, along with hydro-seeding and installation of irrigation. Financially speaking, the Board may need to do this project in phases and do a couple of trees per year.

VII. **Old Business**

- A. **Status of new Rules & Regulations** – The new rules and regulations have been adopted and sent out to the ownership. They are also on the IMC website. According to the Bylaws, the Board has the authority to adopt these new rules and regulations.

VIII. **New Business**

- A. **Project at 21-25 JCC Update** – This project is still out for public comment from DHEC. However, it has been published in the newspaper and the Town has signed off on it. At this time, they are waiting for DHEC to give their approval. Once they have received a permit from the Town, the owners will get quotes on completing the work. If it is cost efficient,

and they decide to move forward with this project, a staging area will need to be discussed since there will be quite a bit of rock, as well as finding a way for the trucks to get back to that area.

B. Pets on Property – Reminder that all pets must remain on a leash when off the owner's lot. Pets (cats/dogs) are not to be roaming the neighborhood freely.

IX. Set Date for Next Board Meeting – Thursday, July 12, 2018 at 3:00pm in the IMC Conference Room.

X. Adjournment – With no further business to discuss at this time, **Chuck Lobaugh made a motion to adjourn the meeting at 3:57pm. Joyce Biales seconded the motion. The motion passed without opposition.**

APPROVED