

I'On Assembly
Board of Trustees Meeting
Thursday, April 24, 2014
Executive Session 5:30 P.M.
Board Meeting 6:00 P.M.
Conference Room
159 Civitas Street, Second Floor
Mt. Pleasant, SC

AGENDA

- Homeowner Forum
- Call to Order
 - Approval of Minutes: March 27, 2014 Board Meeting
- I'On Trust Report
- Landscape Report-None
- Infrastructure Report
 - Boathouse Refurbishment-VOTE Required
 - Maybank Green Lighting –VOTE Required
- Treasurer Report
- Covenants Report
 - Revised Board of Appeals Charter - VOTE Required
- IDC Report
- Amenities
 - Reduce Registration fee from \$50 to \$20 – VOTE Required
- Communications
- Secretary Report
 - Use of Nominating Committee – VOTE Required
 - Purchase Speaker's podium with lighting-VOTE Required
 - Add Annual Meeting Expense to budget-VOTE Required
- President's Report
 - Consider Amendment to Recreational Easement and Agreement between I'On Assembly, Inc. and I'On Club-VOTE Required
 - Expense reimbursement-VOTE Required
- Community Manager Report
- Adjournment

I'On Board of Trustees Meeting

March 27, 2014

Members Present: Deborah Bedell, Tony Woody, Martha Morgan, Tom O'Brien, Stephen Wood, Bob Davis, Anne Register and Chad Besenfelder

SCS: Mike Parades and Jessica Gosnell

Guests: Amy Sage and Dave Rosengren

Homeowner Forum: No comments

Call to Order: 6:10 PM

Motion to approve the February 27, 2014, Board Meeting Minutes. Motion seconded. All in favor. Motion passed.

I'On Trust Report:

Amy Sage reported that Fred McIntyre is now officially the new Vice President of the I'On Trust. Amy also reported that the Trust was able to get a permit to formally close W. Shipyard for the Bridge Run concert. She mentioned that the Town of Mt. Pleasant required the Trust to obtain signatures of homeowners that the street closing would affect. Amy noted that the Celtic Concert was a great success.

Amenities Report:

Motion to approve Boat and Dock Use Policy. Motion seconded.

Tom reported the following changes made to the policy, based on the input he received from the board.

- added the statement that I'On Assembly reserves the right to tow any boat
- amount of time someone can leave boat changed from 72 hours to 48 hours
- added the word "decals" where it states decals must be properly displayed on boats and trailers

Tony asked if there is another way to word the time limit rule to help overcome the creative person who tries to untie their boat briefly and then comes back to tie up again for another 48 hours. Decision made to update the rule if and when instances such as this begin to occur.

Deborah commented that under the lease of the Creek Club, the Assembly is required to have courtesy rules during wedding parties at the Creek Club. Deborah proposed and the board agreed that the Policy needs to match the terms of the lease and state that boaters must be respectful of scheduled events at the Creek Club.

Deborah inquired, aside from towing boats, what enforcement options exist for violations. Tom replied that we could remove decals from boats and trailers thus revoking their right to use the dock and ramp.

Tom confirmed that the Management Company will be responsible for administering the decals, keys, etc. for the boat ramps. Boaters will be required to submit proof of residency, proof of insurance, and boat registration in order to receive a decal. They will also have to sign, thereby agreeing to comply with the

dock and boat ramp policy. Olde Park/I'On Club members will be required to also submit proof that they are residents of Olde Park as well as members of the I'On Club in order to obtain boat and trailer decals.

The Board agreed to assess an annual fee of \$50 for those registering boats and getting keys. Other operating costs relating to dock and ramp ownership will be spread across all owners through annual dues.

Tom explained that the rule prohibiting live-aboards means that you may dock a boat that is a live-aboard, and tie up for the afternoon, but you may not actually spend the night onboard the vessel. Decision made to amend Rule 5 to read live-aboards are not permitted to dock overnight.

Comments were made that Rule 6 reads as though you cannot park in the parking lot or on Saturday Road, but can park on any other road other than Saturday. Proposal made to revise the rule to read that boaters may not park their boat trailers in the parking lot or on any I'On roads.

Tom explained a copy of the rules will be provided to each boat owner that comes in for a decal and the rules will also be posted at each of the docks.

Motion made to approve amended Boat and Dock Use Policy. Vote taken. All in favor. Policy approved.

Mike will have a target date of April 15th to issue keys and decals.

Tom reported that I'On Assembly will have to create its own logo, as the I'On Company does not want the Assembly using its logo for any purposes. Since a logo is needed for business stationery, but there is no budget for paying for logo design, the decision was made to try a neighborhood contest for a logo concept, offer a \$250 prize, and announce the contest in the upcoming newsletter. Tom announced that once we have our own logo we will revisit creating I'On-branded merchandise.

Landscape Report:

Dave Rosengren reported on the current tree project at Perseverance Park. He confirmed that after a consultation with an arborist they identified eight trees for removal, all of which are either dead, or in a deep state of decline. The remaining 24 trees will be excavated to remove the wire baskets from the root ball. The work is expected to be completed by the end April. Dave requested that an e-blast be sent out and announcement posted on the website regarding the tree project at Perseverance Park when it begins.

Deborah raised a question on the toxicity of various chemicals being sprayed by Lawn-O-Green. Mike reported that LOG will begin placing flags out when they are spraying toxic chemicals. The decision was made to put this info on the website whenever LOG alerts Mike that they are spraying toxic chemicals.

The question was raised whether the Assembly is responsible for mosquito spraying. The Assembly does not spray for mosquitoes as the county sprays for these pests.

Mike advised that he has contacted Lawn-O-Green and requested that they ensure their employees are properly trained and supervised as there have been instances where LOG employees were not following policy and in one case running lines across the street creating a dangerous situation.

Infrastructure Report:

Tony reported that redoing the crosswalks will depend on funding and currently there is no money for crosswalks in the budget. This project would need to come out of the reserves if the Assembly decides to move on this. It is noted that the neighborhood is in need of a crosswalk in the square.

Tony reported they are going to replace the flagpole at the entrance of the neighborhood this year. The town owns the area where flagpole is located; however the Assembly is responsible for maintenance of the flagpole. The board needs to elect whether to replace the current flagpole with a wooden or aluminum model. Chad mentioned that there were a lot of early traditions and ceremonies based around the current flagpole, so it would be meaningful to keep a wooden flagpole. Replacement funds are available.

Tony will bring aluminum and wooden flag pole proposals to the April board meeting.

Treasurer Report:

As requested, Mike created a more concise report for the board since they do not need to review the details to repeat the work that the finance committee already provides.

Stephen raised a question on the income statement's IDC revenues requesting that the deposits and fees be separated since the deposits are refunded and not true income.

Deborah suggested separating outside professional fees like accounting and legal counsel and not including them in administrative costs.

Mike responded that he can also provide the transfer fee income separately and make this as well as other suggested changes to next month's report.

Anne requested that the delinquency report include the exact number of delinquent homeowners in next month's report. She reported the total amount owed on delinquent accounts is roughly \$66,000 (late fees and interest included) not counting what was written off last year.

Covenants Reports:

Bob briefed the board on the first organizational meeting of the Covenants Committee and Board of Appeals. He said the Covenants Committee will be meeting several times a month in order to get started on the backlog of covenant issues that are currently on hand. Bob said committee members will be discussing their top priorities, how they will communicate the committee's existence to the neighborhood, and recusal guidelines for situations where a committee member may have a conflict of interest. The Board of Appeals will meet less frequently on an as needed basis.

The Covenants Committee Charter was amended to read that only Titleholders may serve on the committee. Therefore, Mike will be an advisor to the committee, which opened a spot for one more member.

Motion to approve the amended Covenants Committee Charter. Motion seconded. All in favor. Motion passed.

Motion to appoint Linda Rinaldi to the Covenants Committee and ratify any and all actions that she has taken thus far on the Committee. Motion seconded. All in favor. Motion passed.

IDC Report:

Stephen reported that starting in April the IDC committee will meet twice a month, the first and third Tuesday of each month.

Stephen mentioned the monthly report shows what is coming in from the IDC fees and deposits. He reported that the revenue is currently covering the costs of the IDC.

Most things the IDC is reviewing are related to changes to existing structures, and Stephen believed this will continue to be the nature of what the IDC is handling. Part of this includes substantial landscaping requests; therefore the IDC would like to add a new member to their committee who is an expert with this particular background. Stephen interviewed Stephanie Holland for the position. Stephanie has background with city planning in Greenville and is currently doing landscape design.

Motion to appoint Stephanie Holland as the new member of IDC effective in April 1st. Motion seconded. All in favor. Motion passed.

One of the designers on the IDC committee, Marty Schulken, will not be able to continue and will need to be replaced. An inquiry was sent out to several qualified individuals to assess their interest in joining the committee. IDC is currently waiting to hear back from them. Regardless, since Stephanie is now on the committee, there will be at least three voting members if someone steps out or cannot vote.

Stephen also confirmed that the IDC now requires that anyone on the committee who has plans before the IDC must recuse him or herself from discussion and voting.

Deborah asked if we charge deposits on anything other than new home construction. Stephen replied that deposits are required for additions such as ADUs, garages, etc. No deposits are required on minor improvements such as painting and fences.

Stephen announced that the IDC has been discussing, and will vote at its next meeting on how to penalize homeowners who start projects without IDC approval. The committee will be considering doubling the submittal fee in such cases. Stephen asked for comments on this proposal. Chad commented that with so many new homeowners moving in, they may genuinely not know about the IDC regulations even though they are supposed to. Deborah recommended that the IDC make the policy discretionary.

Stephen learned from the Town of Mt. Pleasant that of all of the approved ADUs in Mt. Pleasant, 31% of them are located in I'On. The parking issue is the biggest problem created by ADUs. Both the Town and I'On require one additional off street parking spot for an ADU, and in some cases there is insufficient space to put a parking spot. Chad noted that 9 x 18 is the Town's recommended size for off street parking.

Communications Report: Nothing to report.

Secretary Report:

Martha asks for a vote on the new Annual Board Transition Policy. This policy is to help facilitate communication going from one board to the next. The purpose is to assure project continuity and minimize the loss of prior board's efforts.

Motion to approve the Annual Board Transition Policy. Motion Seconded. All in favor. Motion passed.

President Report:

Motion to appoint Deborah Bedell, Tony Woody, Bob Davis, Chad Besenfelder, and Anne Register to the Risk Management task force. Motion seconded.

Deborah explained that the Risk Management task force is a temporary group assigned to investigate and recommend our insurance needs.

All in favor. Motion passed.

Deborah asked the board if they would like to send a board member to the annual CAI conference. The purpose would be to see how other communities manage and run themselves to gain a broader perspective on issues that I'On faces. CAI is the national organization of HOAs and because of our uniqueness, going to a state level conference would not provide the access to enough HOAs similar to I'On. We have IDC, the boat docks, developer property transfers and staffing issues.

Discussion ended with the consensus that it would be valuable to the board to send someone, particularly someone that would be on the board for the next year.

Motion to send a board member to CAI conference. Motion seconded. All in favor. Motion passed.

Manager Report:

Mike reports that he is going to draft an article for the newsletter about yard debris. Mike wants to remind homeowners if they have hired a landscape contractor, then the contractors are required to haul away their debris.

There being no further business, the meeting was adjourned at 7:56 PM.

Board Secretary:

Martha Morgan

I'On Assembly, Inc.
Boat and Dock Use Policy
March 2014

THE I'ON DOCKS AND RAMP ARE FOR THE USE OF AUTHORIZED USERS WITH PROPER DECAL. THESE RULES APPLY TO ALL I'ON COMMUNITY DOCKS.

1. Gate keys and decals will be distributed annually with proof of ownership, insurance and boat registration. Decals must be properly displayed on all boats and trailers.
2. Boat ramp chain must be locked after each use of the boat ramp
3. Keys to the ramp are not to be copied or loaned out.
4. Boats must not be left tied to docks more than 48 hours.
5. Users must observe posted dock closings.
6. Live Aboards (boats with kitchen, sleeping and bathroom facilities) are not permitted to dock overnight.
7. Boat trailers may not park in the parking lot.
8. Discharging oil, bilge water, etc. is prohibited while docked.
9. Discharging marine heads is prohibited while docked.
10. Garbage and trash must be bagged and removed from premises.
11. Major repairs involving outfitting/refitting of vessels while docked is prohibited.
12. Swimming and diving from the docks is at your own risk.
13. Fishing from the docks is permitted, although cleaning of fish is prohibited.
14. **Charter boat operations are NOT allowed at the docks.**

THE I'ON ASSEMBLY RESERVES THE RIGHT TO REFUSE DOCK SPACE TO ANY VESSEL DEEMED TO BE IN UNSAFE CONDITION.

IT MAY BE NECESSARY TO CLOSE THE BOAT RAMP AND DOCKS WITHOUT NOTICE FOR REQUIRED MAINTENANCE AND/OR CONSTRUCTION.

THE I'ON ASSEMBLY IS NOT RESPONSIBLE FOR ANY LOSS OR DAMAGE CAUSED BY VANDALISM, THEFT OR RAFTING OF BOATS. OWNERS ARE RESPONSIBLE AT ALL TIMES FOR THE SECURITY OF THEIR VESSEL.

THE USE OF DOCK SPACE IS AT THE SOLE RISK OF THE BOAT OWNER. THE I'ON ASSEMBLY SHALL NOT BE LIABLE FOR THE CARE AND PROTECTION OF ANY VESSEL, ITS APPURTENANCES OR CONTENTS. THE I'ON ASSEMBLY SHALL NOT BE RESPONSIBLE FOR INJURIES TO OWNERS OR THEIR GUESTS OCCURRING ON OR AROUND THE DOCKS.

PLEASE BE COURTEOUS IN YOUR USE OF THE DOCKS, RAMP AND BE RESPECTFUL OF SCHEDULED EVENTS AT THE CREEK CLUB.

WE RESERVE THE RIGHT TO TOW ANY BOAT/TRAILER IN VIOLATION AT THE OWNER'S EXPENSE AND WITH NO LIABILITY TO THE I'ON ASSEMBLY, INC.

IMPORTANT PHONE NUMBERS:

CHARLESTON COUNTY EMERGENCY PREPAREDNESS	(843) 740-6400
POLICE/FIRE/AMBULANCE	911
U.S. COAST GUARD	(843) 723-7616 OR (843) 723-9378
I'ON ASSEMBLY, INC.	(843) 388-7547

I'ON ANNUAL BOARD TRANSITION POLICY

2 WEEKS BEFORE ELECTION

- Retiring board members hand in orientation books (to update for new members)

ELECTION NIGHT

- Book Executive Session for orientation including nominations for positions

ONE DAY AFTER ELECTION

- Manager emails new board member pkg.
 - Annual meeting/report preliminary schedule
 - Job descriptions /responsibilities for officer, chair and liaison positions
 - Conflict of Interest and code of ethics for board members
 - Specifics in I'On governing docs pertaining to the board
 - Bylaws: Article III & IV & V and any amendments
 - Covenants, Conditions & Restrictions: Art. II -102 Organization & Operations of the Assembly; Art. III -102, 103. Rulemaking Authority and Procedures; Art. IV -102 IDC. Art VI -104 Damage to Commons; Art. IX -104 Assembly Related Rights and Obligations.
 - Board Policies
 - Elaine Fowler's 'Governance: Common Pitfalls and Best Practices'

WITHIN 10 DAYS AFTER ELECTIONS

- Executive Session Orientation Meeting
 - Sign Conflict of Interest policy.
 - Overview of Fiduciary Responsibility
 - Function and hierarchy of HOA governing docs
 - Homeowners' rights and responsibilities
 - How the courts interpret fiduciary responsibility
 - Nomination of officers, committee chairs and liaisons.
 - Outline lines of communications w Mgr., Atty., TOMP, bulletin board policy.
 - Distribute hard copy of governing documents including parliamentary procedures for monthly board meetings.
 - Live view of website board logins, searching archives and specific board features. Show CAI access.

WITHIN 1 WEEK AFTER ORIENTATION/POSITION SELECTIONS ARE DONE

- Prior board members meet with new counterpart officer and/or committee chairs/liaisons.
 - Status summary on current projects
 - Update on committee members
 - Outstanding issues which need to be addressed
 - Brainstorm for future
 - Prior Bd. President hand over of the attorney-client privileged file.

FIRST BOARD MEETING

- Vote to confirm officers, committee chairs and liaisons
- Vote to confirm monthly meeting schedule

This is to certify that the Board of Directors adopted this resolution effective **March 27, 2014** until such date as it may be modified, rescinded or revoked.

I'On Trust Report for the I'On Assembly HOA Board Meeting April 2014

Recent Success

On **April 5th** we held the **After the Bridge Run Concert** with great success! We had a fantastic bluegrass band, The Bluestone Ramblers. O'Brion's was out selling food and drink as well as a couple of new food vendors, Autobanh Food Truck and Lowcountry Fun Foods, that added a few new food choices - enjoyed by all. It was a really wonderful afternoon. Thank you to everyone that came out. And a special thanks to our neighbors that face Westlake for being so accommodating to the Trust and all the food vendors! THANK YOU.

Coming Up

Memorial Day Weekend Movie and Family Picnic

On **Saturday, May 24th** at dusk The Trust will host a Screen on the Green movie and will follow on **Sunday, May 25th** with a good old fashioned family picnic on Maybank Green for the Memorial Day weekend. Sunday's event will be from 5 until 7 p.m. Fried chicken, lemonade and paper goods will be provided by the Trust. Neighbors are encouraged to bring a covered dish to share. There will be plenty of games and fun for all is in store as we observe this patriotic holiday. The event is free and open to the community.

Save the Date

Friday, July 4th - The July Fourth CelebratI'On. Parade in the morning, concert in the evening!

We couldn't do all these wonderful events without the support of our neighborhood. The Trust is most grateful for the financial support of \$5,150 received from the HOA for the first quarter of 2014. Thank you.

Infrastructure Committee Report

Committee Members:
Tony Woody, John Powers, Mike Parades

April 24, 2014

1. **On-street Parking** – The Infrastructure Committee met with the Town of Mount Pleasant (TOMP) to review the areas to receive painted on-street parking spaces, and the complaints / suggestions made by various neighbors over the last few months. The areas scheduled for installation of on-street parking spaces are Jane Jacobs Road, Duany Road and Robert Mills Circle. The Town has stated that the work will be accomplished as they have time and manpower, but there is no date certain. We will continue to monitor the situation. If there are any comments or concerns after the installation those can be forwarded to Mike and me for review. Still waiting on Town of Mt. Pleasant. John contacted the Town again recently and they are now targeting early March. No change.
2. **Handover of Amenities** – Plans are still in place for a handover of the amenities in phases 7, 9, and 10 from The I'On Company before July 31, 2013 when the I'On Company completes their repairs to the areas identified in the previous walk through. On June 18th we completed a second walk through for a portion of the area and noted some discrepancies. A follow up walk through was scheduled, but the I'On Company cancelled and to date it has not been rescheduled. I am concerned that the final turnover will be delayed. Additionally the I'On Company informed us that the turnover will not include the park on Robert Mills as it has not been constructed. No date for completion of the park or for its turnover has been provided. We will keep the Board informed of the progress. Board voted to accept deeds with conditions... I'On Company turnover Georgetown Park, and access to marsh trail between lots 7-7 and 7-8 within 12 months (October 24, 2014). As of 11-17-13 we are waiting on the I'On Company to finalize the deeds and letter agreeing to conditions stated above. Received deeds for everything except Georgetown Park and the marsh path access as noted above on January 14, 2014. The I'On Company has committed to completing the remaining two items before March 15th. Have not received any additional information.
3. **Storm Drain Behind 119 Ionsborough** – investigate the reasons for the continued flooding. Flooding has been a consistent issue. Committee to investigate and recommend solution. No change
4. **33 East Lake** – Repair path beneath drainage outfalls. Determine if IDC approved drainage plan. We found no record of IDC approval. IDC investigating approval. No change.
5. **East Lake Boat House** – Requested proposal to Pressure wash entire facility and paint handrails. Deck will need replacement soon. Pressure wash completed. Hold on additional work until 2014 budget year. At that time perform spot painting and replace trim and decking as necessary. This will be a project for 2014. Mike will work with LOG to establish a scope of work and proposal for the work. The Committee prepared a list of items to be repaired and solicited bids from two groups. Mike will present bids and ask for VOTE of the Board to proceed with repairs and painting.
6. **Flag Pole** – The existing flag pole has severe rot, and will need to be repaired and or replaced. The Committee is considering several options with sensitivity towards the historic nature of the existing pole. We hope to have a recommendation and pricing for the repair and or replacement at the September Board meeting. LOG provided us several estimates for different types of flagpoles. The estimates range from \$2,200 to \$4,200. The Committee is not yet ready to make a recommendation. I received some information from Jack Hamilton and Vince Graham regarding the history of the flag pole.

Infrastructure Committee Report

Committee Members:
Tony Woody, John Powers, Mike Parades

April 24, 2014

In short "the pole was installed, with the Ginko tree to the SW of 10 Resolute Lane as a community 9-11 memorial in Nov. 2001. There was a ceremony with music at the time of the installation." We will put money in the budget for 2014 to replace the wooden pole and add a historical marker to commemorate the significance of the flag pole and Ginko tree. This will be a project for 2014. The Committee will work to prepare a scope and budget and present such to the Board for approval prior to beginning. Committee is looking at three different wooden flag pole manufacturers and adding the cost to install. We will be ready for a vote to proceed with the work at or before the next Board meeting.

7. **Electrical Supply for Christmas Lights** – Committee to investigate installation of electrical outlets at entrance to neighborhood and in Square to better install Christmas Lights in 2014. In progress.
8. **Disaster Preparedness Plan** – Committee will begin work on creating a disaster preparedness plan. No change
9. **Five Year Maintenance Plan** – Committee will begin work on creating a five year maintenance plan. Reserve Study will be used as basis for plan. In progress.
10. **Maybank Green Lighting-** Replace the accent lighting in Maybank Green. Cost of the project is \$3,000, and funds will come from Reserves. **VOTE** required.

I'On Assembly Finance Committee Meeting

Participants Present: Ed Clem, Sally Raver, Frederik Winther, Anne Register; Mike Parades

Meeting Date: April 21, 2014

Submitted by: Anne Register

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
Review of March, 2014 Financial Statements	The financial statements had been distributed via e-mail ahead of the meeting. Committee members responded with questions for Mike, both before the meeting and during the session. For the most part, questions were answered. A few discrepancies were noted, which Mike is to check on and correct. • Transfer fees were reviewed, and discussion ensued about follow-up on those that are past due. Mike handles this. • The Delinquency Report as of April 21 was also reviewed. This report now is contained on one page due to significant work on the part of SCS staff to get assessments and past due amounts paid. Questions were raised about the status of the most significant past due accounts, those that are in mortgage foreclosure with the bank. Frederik provided updated information from McCabe Trotter from last December on these. The Debtor's Report from April 15 was reviewed as well. • The Finance Committee still needs to resolve what to do about the smaller past dues on the Delinquency list (those under \$100). • The Reserves Report was examined and discussion occurred about several items that needed correction. • Mike was still working on the summarized version of the financials for the Board. It will be sent to the committee and to the Board when completed.	• Anne will review the summary version of the financial report before it is sent on to the Board. • Mike will make corrections on parts of the financial reports and send revisions to the committee. • The committee will have the delinquency questions (small amounts and updates on mortgage foreclosures by the bank) on its agenda for the next meeting.
Placement of the Proceeds from the Maturing CDARS at Harbor National Bank	Committee members discussed options for investing the funds derived from the CDARS' maturing on April 10. The funds, which totaled over \$243,000, were placed temporarily in the money market account at HNB, but this is not satisfactory long-term because the balance in the account is now over the limit to be covered by FDIC. After discussion, including consideration of options suggested by Annie Bonk and Sally, the group concurred to put \$85,000 of the HNB money market amount in the money market account at Ameris Bank. That will solve the insurance dilemma and will earn the best interest for the Assembly, and it does not tie up the funds as a reinvestment in a CDARS would do.	Anne will make arrangements for the deposit at Ameris Bank.
Old Business	Anne asked if the process for having the December 31, 2013 financials posted on the	Mike will make certain the

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
	l'On Community website was on target to be completed by May 15. Mike assured the committee that this was the case.	report is posted on time.
New Business	Anne asked the committee members for some insight on how the budget was normally put together for the Assembly. The members confirmed that Board committees are asked for input. Planning for a new budget, which will need to be completed in October, starts early. Once expenses are known, then the revenue side is considered, including the possibility of increasing the annual assessment if absolutely necessary. There are significant unknowns at this point related to the Creek Club and the risk assessment study to be done on common areas and structures in those areas.	There will be ongoing discussion to prepare for the 2015 budget.
Next Meeting Date	The May meeting will be scheduled for Monday, May 19 th at 5 p.m.	Reminders will be sent to the committee.

**Joint Organizational Meeting of the
Board of Appeals and Covenants Committee**

Wednesday, March 5, 2014

Invitees:

Deborah Bedell - President, Board of Trustees; and Chair, Board of Appeals.

Stephen Wood - member, Board of Trustees; l'On Design Committee (IDC) Liason; and member, Board of Appeals.

Bob Davis – member, Board of Trustees; Covenants Liason; member, Board of Appeals and Chair, Covenants Committee.

Pam Gabriel – Neighborhood Design Coordinator

Mike Parades – Property Manager, SCS

Bill Settlemyer – member, Board of Appeals

Fred White – member, Board of Appeals

Scott Alderson – member, Covenants Committee

Lori Bate – member, Covenants Committee

Ginger Black – member, Covenants Committee

Lori Feehan – member, Covenants Committee

Linda Rinaldi – member, Covenants Committee

Peggy Watt – member, Covenants Committee

AGENDA

1. Call to Order
2. Introductions
3. Responsibilities of Board of Appeals and Covenants Committee
4. Charters
5. Procedures
6. Review of February Covenants Committee Report
7. Future Meetings
8. Other Matters
9. Adjourn

Minutes – Covenants Committee – March 5, 2014

A joint organizational meeting of the Covenants Committee and Board of Appeals was held on this date at 2:00PM in the l'On Offices.

Present were Covenants Committee members: Bob Davis, Chair; Scott Alderson; Lori Bate; Linda Rinaldi; and Peggy Watt. Absent were Covenants Committee members Ginger Black and Lori Feehan.

Present were Board of Appeals members: Deborah Bedell, Chair; Bob Davis; Bill Settlemyer; Fred White; and Stephen Wood.

Also present were: Pam Gabriel, Neighborhood Design Coordinator; and Mike Parades, Property Manager, SCS.

The meeting was called to order and introductions were made.

Bob outlined and summarized the duties and responsibilities of both the Board of Appeals and the Covenants Committee. In doing so, he directed the attendees' attention to the Charters of the Board of Appeals and the Covenants Committee as well as the written Procedures of the Board of Appeals and the Covenants Committee. Discussion followed.

Confidentiality of the deliberations of both the Covenants Committee and the Board of Appeals was discussed. Actions taken by each body may be publicized in order to communicate precedent to the neighborhood, but names and specific addresses will not be made public.

The February Covenants Committee Report was reviewed and discussed.

Future meetings were discussed. Given the responsibilities of the Board of Appeals, it will meet on an as-needed basis. The Covenants Committee will hold regular meetings on the third Wednesday of each month at 6:00 PM. The next such meeting will occur on March 19 at 6:00 PM.

The issue of the chicken coop and chickens was discussed. The Covenants Committee was informed that a \$50 fine has been assessed against the owners, who have requested a hearing on the matter before the Committee. SCS was instructed to communicate to the owners that their hearing is scheduled for March 19 at 6:30 PM. The Committee determined that the owners will be allotted 15 minutes to present information to the Committee.

A general discussion took place regarding various covenant and rule issues occurring within the neighborhood.

Their being no further business to come before the Board of Appeals and the Covenants Committee, the meeting was adjourned at 5:00 PM.

Respectfully submitted,

Bob Davis
Chair, Covenants Committee and
Member, Board of Appeals

Agenda - Covenants Committee Meeting - March 19, 2014

1. Call to Order.
2. Approval of Minutes.
3. Old Business.
 - a. Hearing.
 - b. Post-hearing deliberation.
4. New Business
 - a. Open Discussion
5. Adjourn

**Minutes
I'On Assembly, Inc.
Covenants Committee
March 19, 2014**

Members Present: Bob Davis, Chair; Scott Alderson; Lori Bate; Ginger Black; Lori Feehan; Linda Rinaldi; and Peggy Watt.

Members Absent: None.

Others Present: Mike Parades, Community Manager

The meeting was called to order at 6:05 pm.

Bob asked for a motion to approve the minutes of the March 5, 2014 Committee meeting. Upon motion made and seconded, the minutes were approved.

The Committee held a general discussion in preparation for the hearing about to occur.

At 6:15 pm, the Titleholder who requested the hearing before the Committee arrived. Introductions were made.

Bob explained to the Titleholder that two issues are relevant for this hearing: 1) whether chickens fit within the definition of "household pets" under the applicable I'On rule; and 2) whether the chicken coop housing the chickens required the review and approval of the IDC. Bob asked the Titleholder to focus her remarks on these two issues. He also explained to the Titleholder the appeal process, should the Committee rule in a manner that caused the Titleholder to wish further review of the issues by the Board of Appeals. The Titleholder asked the names of the individuals on the Board of Appeals and they were provided. After brief further discussion, the floor was given to the Titleholder.

The Titleholder stated that she has read the pet rule and there is no specific definition of "household pets." She explained the background of how they came to have chickens as pets. She has two dogs with a doghouse and that structure was never submitted for IDC review and approval. She said that she never submitted the chicken coop for IDC review. It is her position that the chicken coop is not a permanent structure and as such does not require IDC approval. She views the coop like a trampoline, doll house, etc. She stated they do move it around their yard. She also stated that her family considers the chickens as household pets.

She asked that the Committee be logical, practical and consistent. She stated when she was given the chickens, she checked the Town of Mt. Pleasant ordinance and the I'On Rules to determine whether chickens could be considered household pets. Finding no clear answer, the family decided to keep them.

The Titleholder also complained to the Committee about what she characterized as the poor communication with her by the Board and the property manager.

Bob opened the floor for questions from the members of the Committee.

Bob thanked the Titleholder for attending the hearing and explained the next steps, advising her that the Committee would deliberate, take into consideration all that she had communicated that evening, and reach a decision by majority vote. Under the Covenants and Rules, the Committee is obligated to provide her with a written decision within five days, i.e., March 24.

The Titleholder left the meeting at 6:50 pm. The Committee convened in executive session.

There being no further business to come before the Committee, the meeting was adjourned at 8:15 pm.

Respectfully submitted by

Bob Davis
Chair, Covenants Committee

Agenda – Covenants Committee Meeting – April 3, 2014

1. Call to Order
2. Approval of Minutes
3. New Business
 - a. Election of Committee Secretary?
 - b. Summary of Intake Procedures
 - c. Recusal Guidelines Discussion
 - d. Communication Discussion
 - e. Covenant Priorities Discussion
 - i. General Maintenance
 - ii. Boats and Golf Carts
 - iii. Trash & Recycle Bins
 - iv. ADUs
4. Other Matters
5. Adjourn

**Minutes
P'On Assembly, Inc.
Covenants Committee
April 3, 2014**

Members Present: Bob Davis, Chair; Lori Bate; Ginger Black; Lori Feehan; Linda Rinaldi and Peggy Watt.

Members Absent: Scott Alderson

Others Present: Mike Parades, Community Manager

The meeting was called to order at 6:10 pm.

Bob asked for a motion to approve the minutes of the March 19, 2014 Committee meeting. Upon motion made and seconded, the minutes were approved.

The Committee held a general discussion regarding the recent emails related to chickens as household pets.

Bob requested that one of the members volunteer to serve as Secretary for the Committee. Lori Feehan volunteered to serve and was duly elected.

Bob discussed a meeting last week that included himself, Stephen Wood (IDC Board liaison), Pam Gabriel (Design Coordinator) and Mike regarding "intake procedures." The purpose of the meeting was to decide how best to funnel compliance issues into the system. Bob explained that it was decided all compliance issues will be directed to Mike. Mike will make initial contact with the resident and document via a letter to that person. Should the person not comply with what is needed, Mike will bring the matter to this Committee for possible further action. Mike will not levy any fines or initiate any other formal enforcement action until so authorized and directed by this Committee. All present agreed the described intake procedure made sense and would be most efficient.

Bob discussed the need to have guidelines for a Committee member to recuse themselves from issues/decisions when there may be a perceived or actual conflict of interest. After discussion, it was agreed that a member of the Covenants Committee shall disclose any potential personal conflict of interest that could prevent that member from exercising independent judgment on an issue before the Committee. Further, the Committee also decided that the Committee itself shall be free to raise a perceived or actual conflict of interest with respect to a Committee member and vote to recuse that member from participation and deliberation in a specific issue. In the event of such a Committee vote, the member with regard to whom the conflict may exist shall accept the decision of the Committee and abstain from deliberating and voting on the matter.

Discussion shifted to the need for communication from the Committee to the Titleholders about the entire subject of covenant enforcement. Lori Feehan offered to draft an article for the newsletter. She asked for input from all. Mike suggested that CAI has numerous articles for re-print and he would ask Jessica to check the CAI website.

Discussion followed on establishing priorities for enforcement of existing covenants and rules. The Committee noted that issues of most concern to many residents include:

1. Parking
2. General property maintenance
3. Boat storage
4. Golf cart parking
5. Exposed trash and recycle containers
6. Yard debris left out for several days prior to pickup

Comment was made that parking problems are made worse due to additional demand on parking caused by ADUs that lack appropriate parking spaces. It was noted that Mike obtained a listing of all ADUs in I'On that were approved by the Town of Mt. Pleasant (TOMP). The total is 31 homes. Mike stated his belief that there are more ADUs than this in I'On. The question of what should be done about unauthorized ADUs was discussed. The Committee noted that the community's governing documents appear to contain no provisions authorizing the Board or this Committee to take action. The question was raised of what TOMP would do if informed of non-approved ADUs; specifically, would TOMP enforce existing ordinances that address ADUs, particularly as the ordinances relate to parking? The Committee directed Mike to make contact with TOMP and determine the answer to this question prior to the Committee's next meeting on April 16. Further, Mike was directed to tour the neighborhood to identify homes that may have unauthorized ADUs. While making his inspection, Mike will also document homes with boats and golf carts stored in a manner not in compliance with the rules.

There being no further business to come before the Committee, the meeting was adjourned at 8:05 pm.

Respectfully submitted by

Lori Feehan, Secretary

Agenda – Covenants Committee Meeting – April 16, 2014

1. Call to Order
2. Approval of Minutes
3. Old Business
 - a. Update - Non-household animals; Unapproved structure
 - b. Newsletter Article
 - c. Covenant Priorities
4. Property Manager's Report
 - a. ADUs
 - b. Boats
 - c. Other Issues
5. Other Matters
6. Adjourn

I'ON ASSEMBLY

BOARD OF APPEALS CHARTER

PURPOSE

The Board of Trustees (the "Board") of the I'On Assembly (the "Assembly") appoints the Board of Appeals to assist the Board in fulfilling its responsibilities. The Board has delegated to the Board of Appeals the responsibility to hear appeals from decisions of the Covenants Committee (the "Committee") and the I'On Design Committee (the "IDC"). This responsibility shall include, but not be limited to:

- (a) investigating alleged breaches of the Assembly's governing documents;
- (b) conducting hearings regarding such alleged breaches;
- (c) making rulings pursuant to such hearings; and
- (d) imposing sanctions, as set forth in the Declarations and the Bylaws.

The Board delegates to the Board of Appeals the authority necessary to fulfill its responsibilities.

STRUCTURE AND MEMBERSHIP OF THE COMMITTEE

The Board of Appeals shall be composed of not less than three nor more than five members. The Board shall appoint members of the Board of Appeals who shall serve at the pleasure of the Board and for such terms as the Board may determine. The President of the Board shall serve as the Board of Appeals Chairperson. The Board IDC Liason shall also serve as a member of the Board of Appeals. A majority of the members of the Board of Appeals shall constitute a quorum for the transaction of business and the act of a majority of those present at any meeting at which a quorum is present shall be the act of the Board of Appeals. The Board of Appeals may meet in person or telephonically at scheduled times and places determined by the Chairperson. The Board of Appeals may also act by unanimous written consent. The Board of Appeals shall keep minutes and other relevant records of all of its meetings. The Board of Appeals shall conform its meetings, investigations, hearings, rulings, sanctions and all other activities to the applicable requirements contained in the Assembly's Declarations and Bylaws. The Board may amend or repeal this charter at any time.

IDC REPORT APRIL 2014

4/15	HOPETOWN	
4/15	PONSBURY	LDR
4/15	ROBT. MILLS	LDR
4/15	JAKES	CTES/LAND
4/15	JAKES	CTES/LAND
4/15	MONTROSE	CTES/FENCE
4/15	SATURDAY	CTES/ADDT/LAND
4/15	N.SHELMORE	CTES/LAND
4/15	HOSPITALITY	CTES/DOORS & WIND
4/15	JANE JACOBS	CTAD/PAINT
4/15	HOSPITALITY	CTES/PAINT
4/15	MCDANIEL	CTES/LAND
4/15	HOSPITALITY	CTES/ROOF
4/18	N. SHEMORE	CTES/PAINT
4/18	GRACE	CTAD/WINDOWS
4/19	N. SHELMORE	CTES/PAINT/DOOR

PDR	PRELIMINARY
LDR	LANDSCAPE
D DESIGN	CHANGE TO EXISTING STRUCTURE
CTAD	CHANGE TO APPROVED DESIGN
AW/C	APPROVED WITH CONDITIONS
NA	NOT APPROVED

[illegible]

REPORT TO HOA – FEES AND DEPOSITS

MONTH	FEES	DEPOSITS
DEC. 2013	\$1650.	
JAN. 2014	\$3600.	
FEB. 2014	\$1600.	
MAR. 2014	\$1650.	\$5000.
APR, 2014	\$1350.	
TOTAL TO DATE	\$9850.	\$5000.

I'On Assembly Communication Committee Meeting

Participants Present: Lees Baldwin, Barb Fry, Julie Hussey, Margaret Summers, Anne Register; Jessica Gosnell

Meeting Date: April 23, 2014

Submitted by: Anne Register

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
Updates on the Website – Technical Difficulties and New Additions	Anne explained that Martha Morgan and Steve Degnen had compiled a list of issues that were not yet resolved with the website. Jessica shared that Association Voice has been working on the issues and has made progress; however, there are at least two problems that they have not been able to duplicate in testing. They are still working on these. Committee members agreed that it continues to be important for neighbors to alert SCS to any website difficulties so that staff and AV can continue to make corrections. On a more positive note, Anne shared that she and Jessica had added a new category on the main bar of the home page to highlight volunteer opportunities. Identified as InVOLved in I'On, it will list current volunteer needs as well as others that are seasonal, appropriate for families, require a major commitment (such as an Assembly Board Committee), etc. Those present indicated they thought the addition was well done and easy to use. Discussion followed on enhancing the presence of the I'On Trust on the website, which could perhaps be done by placing the main site for the Trust under InVOLved in I'On. A goal is to have the current Trust website incorporated into the I'On Community website. Jessica is going to check on the capacity of the website for an addition like much of the substance of the current Trust site. She and Margaret and Anne will continue to explore what is possible. Committee members were also enthusiastic about using the website to market the neighborhood and not have as much emphasis on the Assembly. An objective of enhancing the website is to make it friendlier and seem more representative of the friendly neighborhood that I'On is. One other idea is to change the photographs on the home page with the seasons or to denote a very special time of the year. Neighbors might be asked for photo suggestions.	• Jessica will continue to work with Association Voice on technical problems. • Neighbors will be reminded to report difficulties to SCS. • Anne and Margaret and Jessica will work on a plan to improve and expand the Trust's presence on the website. • InVOLved in I'On will be expanded with more information. • The entire committee will think about creative ways to promote the "friendliness" features on the website.
Updates on Directory Deliveries and Securing	Anne reported that Vikki Davis, who had to miss the meeting, had almost single-handedly delivered new neighborhood directories to each residence (almost 300) where the homeowner had not picked one up at the December Assembly meetings	• Additional directories are on order and will be available for distribution to new

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
Contact Information from Neighbors	nor secured one from the SCS office. The supply of directories are now gone, and printing will be done for 200 more to have on hand. In addition, Vikki and Martha Morgan have diligently worked to identify neighbors that do not have phone numbers or e-mails listed in the directory or on the website. A list of about 50 neighbors whose contact information was missing was compiled. Letters were sent out to each one asking for them to contact SCS with the information. The letter expressed the need to have such information in order to contact the neighbors in the event of an emergency or vital information (water main break, street closing, alligator in the lake, etc.) that needed to be shared. Jessica reported that some folks have responded. She circulated a copy of the list and those present were asked to offer any assistance they could. This process has also identified neighbors who do not use e-mail. It was suggested that perhaps SCS could use a robo-call system to contact these folks when emergency information needs to be shared. Keeping track of neighbors' personal information is an ongoing task, especially with as much moving as is occurring now.	residents. • Jessica will continue to work on the names on the list where contact information is missing. • Another suggestion was to put a reminder about the need for contact information in the invoices for the second payment of the 2014 assessment when they are mailed out in June. • Committee members should let Jessica know if they are able to be helpful with any information related to names on the list.
I'On Logo Project	Next Anne explained how the idea of having a contest to create a new logo for I'On came about at the March Board meeting. The contest was promoted in the April newsletter but the response has been almost nil. She showed one design that is basically a happy face in the middle of I and N with a tag line that I'On is a friendly place. Discussion ensued on other approaches to getting a logo done. The Amphitheater structure image on the newsletter has been used before (and was designed by neighbor Claudia Robinson) could possibly be worked on. Other suggestions were an image of the Boathouse or a porch. One person recommended we contact several photographers in the neighborhood who may have favorite pictures that could be turned into an image that would become a logo. The image needs to appear friendly. Pam Gabriel also knows a retired graphic designer that might be a resource.	Anne will contact several photography resources and see if they can be helpful. She will also be in touch with Steve Degnen who was not able to be at the meeting. The logo design project remains a work in progress.
Homeowner's Guide Booklet	Lees and Julie have expressed interest in helping create a homeowner's guide as a reference for everyday activities and preferred behaviors in I'On, such as when to put out garbage cans and trash for pick-up, who to contact with questions about one's home and yard, etc. The group agreed that much of the information for this booklet already exists; it is simply a matter of consolidating it. Lees suggested a	Committee members and the Assembly Board will be kept informed about progress on this project.

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
	name – “Keeping I’On Beautiful.” The Ambassadors might be helpful resources for the contents as well as former Board members who have dealt with compliance issues. The group also discussed using a format that folded like a brochure which opens out to about six pages. Lees and Julie will do some planning and have a report for the committee when it meets again on May 28.	
Neighborhood Survey	Anne shared that one of the newer Assembly Board members had suggested that perhaps a neighborhood survey would be a helpful way for residents to consider themselves heard on issues they deem to be important. Such an undertaking can be a two-edged sword since if folks are encouraged to share ideas, they will expect a response. Moreover, if most of the ideas are from those who are “naysayers” much of the time, this could create problems for the Board as the governing body. She asked the group for their thoughts on this subject. It was generally agreed that a creative approach might work better than just a regular survey. Julie shared information about a woman in New Orleans who has started a business after using a large signboard to invite people to make comments on questions such as “I wish - - - -” or “I’d like to get involved - - - -.” Placing such a board in the neighborhood perhaps in relation to the June mid-year meeting might bring forth some positive ideas. The chance could be promoted ahead of time, and the ideas would be collected by the Communications Committee to see which ones might have critical mass. The best result would be to find several ideas that would be the impetus for positive change in the neighborhood (a new event, a new venue, etc.). In addition, discussion ensued about having small meetings perhaps by dividing the neighborhood by boroughs. The agenda would simply be what folks wanted to talk about related to living here. Another concept was to make a regular First Friday date a time for borough get-togethers for discussion with a group of neighbors. The consensus was that inviting people to share ideas is worth trying, whatever the vehicle might be. People need to feel welcomed to talk and feel that they have been heard. Responses would be in order, but how this would be handled needs to be well planned (not a simple “we’ll get back to you”). (As an aside, Julie shared a real life situation that has happened recently at the Scramble playground behind her house. Some children were having difficulties in getting along until one of them suggested they needed a meeting. The meeting occurred, and the children came up with rules for behavior so that they could get back to enjoying playing together again. They settled their differences!)	Anne will share the committee’s thoughts on a survey with the Board and explain that the Communications Committee is willing to take a lead on this project if it is deemed appropriate to pursue.

AGENDA ITEM	DISCUSSION/DECISIONS	FOLLOW UP/ACTION STEPS
Next Meeting Date	The committee will meet again on Wednesday, May 28 at 10:00 a.m.	Reminders will be sent about the meeting.

Secretary Report April 24, 2014

ANNUAL MEETINGS POLICY AND PROCEDURES

this has been a work in progress since January with the input of past board members and this year's new ones as well as working with Courtney and Mike on the timelines. The following decisions are required from the board prior to completing the draft.

VOTE: USE OF A NOMINATING COMMITTEE IN ELECTIONS POLICY?

VOTE: PURCHASE PODIUM, PODIUM READING LIGHT AND 2 FLOOD LIGHTS. \$350 TOTAL?
(Received complaints that the poor lighting in the Creek Club leaves the speaker and board in the dark.)

VOTE: ADD ANNUAL MEETING EXPENSE TO BUDGET?
(water, fruit, nuts, cookies- its dinner time)

MAY 6TH DEADLINE FOR MIDYEAR REPORTS

PRESIDENT'S REPORT
APRIL 2014

MEETING WITH TOM GRAHAM: Tony Woody, Tom O'Brien and the President met with Tom Graham and the manager of the I'On Club on 10 April to hear Mr. Graham's proposals for revisions to the Recreational Easement and Agreement to share costs. Among other things, Mr. Graham proposed making the Easement perpetual, and eliminating the requirement for the I'On Club to share any costs of operating or maintaining the boat docks at the Creek Club. The Board will need to consider whether it wishes to enter into an amendment agreement with the I'On Club and the I'On Company. VOTE REQUIRED.

ATTENDANCE AT CAI CONFERENCE: The President will attend the CAI Conference in Orlando in May, primarily focusing on attending sessions aimed at community volunteers, with the objective of learning more about issues facing other communities like I'On and how these communities have addressed them. Estimated costs of attendance are approximately \$1500.

RISK MANAGEMENT STUDY: The President is working with the Community Manager to draft an RFP for review by the Risk Management Task Force to solicit bids for conducting a thorough analysis of I'On's risk exposure and assessing the best way to manage and finance the costs of such risks.

EXPENSE REIMBURSEMENT: The President ordered a condolence bouquet to be delivered to Bob and Vikki Davis upon the death of Vikki's father, and requests reimbursement. An expense report and receipt are attached. VOTE REQUIRED

Manager's Report

April 2014

Property Reconciliation

The property reconciliation has been completed and all accounts updated accordingly. In summary, there are 758 billable lots, 1 lot owned by the Founder and the Founder has 3 entitlements due to lot combinations for a total of 762 lots that are permitted under current zoning laws.

Should any Board member wish to have a copy of the updated Property Unit Listing, please contact our office.

Summary Financial Report

The summary financial report has been revised based on the input from the last Board meeting. The report uses fund reporting format to provide a better picture of actual financial condition. The report has been separately sent to each Board member for information. Please let me know if you have any questions or comments.

Boat Ramp and Docks

The lock on the Ramp has been rekeyed and registration is open to all eligible boaters. In addition to the article in the last newsletter, an email blast was sent out reminding all boaters of the need to register. To date, only five eligible boaters have registered. I believe one reason was the inclement weather over Easter and do expect to pace of registration to increase.

Yard Debris

There continues to be a problem with yard debris being left out between pick up by the Town of Mt. Pleasant. Efforts are being made to identify those properties that have landscape contractors who need to be reminded that as part of their business license requirements, they must remove their yard debris from I'On.