I'On Assembly
MIDYEAR MEETING
June 25, 2013 7 PM

I. **Call Meeting to Order**

II. **President's Welcome, Opening Comments and Introduction of Board of Directors and SCS**

III. **Trust Update** (Melinda Armstrong)

IV. **Committee Reports: Questions and Answers to Follow Each Committee Presentation**
   a) Amenities (David Countryman)
   b) Secretary, Communications, and Trust Liaison (Martha Morgan)
   c) Finance (Frederik Winther)
   d) I'On Design Committee (Frederik Winther)
   e) Governance and Parliamentarian (Jay Thompson)
   f) Infrastructure (Tony Woody)
   g) Landscape (Tony Woody)
   h) Compliance (Martin Hansen)
   i) President (Deborah Bedell)

V. **Upcoming Meetings**
   a) Assembly Board Meeting July 18, 2011; at 6 pm I'On Realty Office
   b) Annual Meeting 2013 TBA

VI. **Open Discussion**

VII. **President's Closing Remarks**

VIII. **Adjournment**

I'On Trust Report for the I'On Assembly
Mid-year Meeting
June 25, 2013

Successes during the First Five Months of 2013:
The Trust has been pleased to present a number of events between January and the end of May that have proven in past years to be neighborhood favorites. Included in the list are the Oyster Roast at the Amphitheater, some wonderful home concerts, the Cooper River Bridge Run Concert after the run/walk, the Memorial Day Picnic in the Park, Screen on the Green, and monthly Women's Coffees.

The Trust could not possibly have successful programming without the support of corporate sponsors. To date in 2013, we are very grateful for the generous sponsorships Lucey Mortgage Corporation, William Means Real Estate, and the I'On Assembly. We also acknowledge the many volunteers and neighbors who help out in a myriad of ways as well as those who participate in the events. Very special appreciation goes to our neighbors who open their homes for concerts, small gatherings and meetings.

Operational Updates:
The Board of Directors of the Trust oversees the management of the organization and works closely with staff to ensure that nonprofit best practices are always in place. Serving on the board this year are: Melinda Armstrong Wrenn, President; Bob Fry, Vice President; Dar Fischer, Secretary; Carol Degnen, Treasurer; Vikki Davis, Gail Hardie, Fred McIntyre, Mary Ellen Raphael, Amy Sage, and Dwight Williams. We have been very pleased to welcome our new I'On Assembly Liaison, Martha Morgan to the board this year. Martha keeps us updated on the HOA's activities and is a significant communication link for the community. She has been most inclusive with the Trust in her work on the new community website.

In addition, the Trust started the year with a new Executive Director, Margaret Summers. Margaret started working with the Trust two years ago doing the events. Her familiarity with the Trust has proved to be invaluable moving forward in this new position.

The HOA's continued financial support of Trust activities this year is most appreciated as well. That commitment ensures that all residents and property owners in I'On automatically have access to the benefits offered by the Trust.

The Trust Board President, Melinda Armstrong Wrenn, attends the month HOA Board meetings and makes reports on Trust happenings.

Our Board of Directors takes its financial responsibilities seriously. The 2013 budget, which totals $83,534 was approved last November, is reviewed against actuals on a monthly basis by the Treasurer and President, and quarterly financial reports are made to the full board.

The Form 990 Report, which is required of nonprofits by the IRS and the SC Secretary of State's office and is filed within four and a half months after the end of the last fiscal year, was prepared and filed in good order. It is posted on the I'On Trust web site for anyone who would like to review it.

Positive Collaborations:
In addition to the relationship with the I'On Assembly, the Trust has worked with the I'On Ambassadors, I'On Biznet, Creative Spark, and the East Cooper Montessori Charter School.

Other businesses in the neighborhood which help with Trust events are O'Brion's, Grind and Squeeze, Sweet Olive and William Means Real Estate.

Looking Ahead:
During the next six months of the year, some of the most popular events will be held; the July 4th CelebratI'On, Halloween in the 'Hood, and Giving Lights of I'On. Each of these is on the calendar for this year, and board members and other volunteers and staff are already hard at work to make the 2013 versions of these events the best ever! Watch the I'On Community Newsletter and the Trust website for more details.

In all our programming, we focus on ways to bring neighbors together, and we are appreciative of all who believe in our efforts.

Amenities Committee Report for Mid-Year Meeting 2013

1) Dog Park- In response to inquiries from several residents, Amenities looked at the feasibility of constructing a dog park. First, feedback on the idea was solicited, and responses were overwhelmingly in favor of the idea. A subcommittee consisting of Sally Little, Anne Register, and Claudia Robinson was formed after we sought volunteers. Tony Woody also was a great source of help. An extensive search for a possible site was done, and it appears that the best location would be at the Mathis Ferry end of the soccer field. Construction would involve fencing, gates, a water source, and signage. We would plan to have pet owners pay a registration fee and access would be via some type of key card, so only those who paid would be able to get in. A rough estimate of cost was felt to be about $7000. We have commitment for a $1000 donation to help with the cost, and would hope that annual registration fees would cover what little maintenance would be involved. The Board voted to support the concept of the dog park. Unfortunately, there are not sufficient funds to proceed with the project during budget year 2013. It is our hope that money will become available to fund this project in 2014.
2) Docks- While the time that the Assembly will take control of the docks remains a moving target, the committee recognizes that the docks are one of the most important community amenities. Thus, we want to be prepared whenever that date arrives. A subcommittee consisting of Tom O'Brien, John Krainin, Bob Hardie, Bill Hussey, Bill Raver, Wim Kellett, Jeff Meyer, and Sandy Farkas was formed. We were very grateful for this enthusiastic response. This group has held multiple meetings. They are looking at such issues as maintenance, security, liability, access, registration/fees, and rules of conduct for users. A preliminary report was given at the May meeting, feedback was received, and work is ongoing. The importance of the docks to the community cannot be overstated, and this group wants to do all it can to make the transition seamless.
3) Fire pit- Questions arose about use of the fire pit. Reservations are to be made through the community website. In the past, a lock was placed on the item between uses, but vandals have apparently destroyed it. We plan to replace a lock, with the key being obtained from and returned to the property office with each use.

   Rules for use are as follows: a) use is for I'ON residents only, b) adult supervision is required at all times, c) fire must be completely doused and the unit locked at the end of the use, d) users are responsible for cleaning the area so that it is left in as good a condition as it was found in. Penalty for not following these rules repeatedly would be loss of privilege to use the pit. These rules will be posted on the website at the area used to make the reservation. Also, bids are going out now to erect signage at the site that summarizes them.

4) Use of Soccer Field/Insurance Issues- It is recognized that establishing that proper liability insurance is in place when groups use the field has been an issue in the past, particularly with groups that are not I'ON based. Now that we have a greater presence in the area of property management, this responsibility will be able to be assumed by that office. Part of the reservation process is provision of proof of insurance, and if the property management staff does not receive such proof, the reservation will be cancelled.
5) The Board also heard a proposal to fund the construction of a "thunder ball pit", a game that would appeal to a wide age range of young people. Hopefully, this would be a tool to bring youth together in constructive recreation and help build community relationships. The Board voted to purchase the materials, but all labor will be provided by volunteer parents.

David Countryman, Amenities Chair

Secretary Report
Mid- Year 2013

ADDITIONAL STAFF

The need for more than a qualified part time Property Manager was instantly apparent as we transitioned from AMCS in January. They had been hired in 2004 when the Developer was still President of the Board and I'On was a far smaller place.
Since 2006 when the Developer transferred control of the Board to the homeowners, the increased demand for services and amenities has been provided by the volunteer efforts of each board member during their tenure.

Our high value on a sense of community is rather unique in the world of property management. It requires a high level of service that our new management company SCS acknowledges and is working with the Board to clarify.

This year, despite the new board, new Management Company and heightened activity with the litigation, it was clear that the old model of relying on volunteer board members to oversee operations was unsustainable. This decision to hire a full time administrative assistant will give Trisha the capability to allocate her time to the important issues and decisions while delegating the day to day office work to Staci, our new administrative assistant.

Staffing for I'On is a work in progress which we will reassess as the Board and SCS creates an operating structure that does not depend on the Board for day to day operations.

POLICIES FOR STANDARDIZING PROCESS

To create a framework for board procedures on common recurring issues, you will see more policies being written. Each policy proposed is thoroughly discussed amongst the board. If it's agreed worthy, the issue is researched for best practices from other HOA organizations and a draft is reviewed and edited by the board. Only then does it get added to the Agenda for a formal Board vote. Not all topics are a good fit and need to be managed in a case-by-case basis. The goal is to reduce the workload, develop consistency for homeowners' expectations and ease the transition to future boards.

RECORDS FROM AMCS

Part of the change of management companies is the transferal of all HOA documents. In our case, outside all the electronic files, we received 38 boxes of paper documents dating back to 1999.

Thanks to Barbara Fry and Ed Clem, both prior board members and early settlers, we are going through all of this. This year, despite the new board, new Management Company and heightened activity with the litigation, it was clear that the old model of relying on volunteer board members to oversee operations was unsustainable.

The next steps will be to scan the important ones like missing minutes and file the rest in a searchable format.

The final step will be to develop a Records Retention Policy for I'On. We have learned a lot from researching what needs to be retained and why from other HOAs, our accountant, two lawyers and SCS for proper management over time.

Communications Committee Report
Mid-Year 2013

WEBSITE

The ioncommunity.com website is the key vehicle for communications between homeowners and what's happening in I'On, the management company and the HOA board.

Our website was created and maintained for years by **Cynthia Rosengren, Barbara Fry and many other volunteer residents** who contributed content and updates. Their level of dedication cannot be replaced.
The website is not user friendly for less computer savvy administration but that will improve as we transfer to an easier to manage format. Technology has changed for the better and our current website format is too old to update.

Only with the help of **STEVE DEGNEN, BARB FRY, ANNE REGISTER, LEES BALDWIN** AND **MARGARET SUMMERS** could we take on redesigning the I'On website in a new platform.
Our priorities are to focus on the information in I'On that you won't find elsewhere and to make it easy to navigate that information. We're excited about the new format and will announce when it's ready to go.

RESIDENT EMAIL

Please login to http://www.ioncommunity.com and confirm that your email address is current. If it is and you're not getting the newsletter, please email our property manager, Trisha at telrod@scs-carolina.com

That is the **only way to receive the newsletter and last minute announcements** on events or emergencies.

LIVING IN I'ON

How many places do you know that have a community newsletter?

I've researched 'quality of life HOAs' around the country and of those precious few places, we're the best in many categories especially newsletters – hands down. Only because of the reliable volunteer commitment from **Julie Hussey** do we have such a valuable asset. Not only does it keep us connected – it's a great way to get a quick update on what's going on.

COMMUNICATIONS IN I'ON

We welcome any ideas or suggestions on how to improve communications within I'On. Please email Martha mmionboard@gmail.com

Finance Committee Mid-Year Report – June 2013

FINANCES: We ended the month of April favorable to budget by $11,564.00 ($41,226.00 actual versus a budget for the month of $52,790.) For the year to date as of the end of April, we have spent $220,266 versus a budget of $224,605, below budget by $4,339.
Income for 2013 (end of April) is $602,283 versus $604,970 in 2012. Total Budget income for 2013 is $710,150 ($645,150 HOA Fees and $ 65,000 Transfer Fees)

MONEY MANAGEMENT: We have worked on simplification of our operating and reserve funds. We now have our reserve funds with two banks, Harbor National Bank and Ameris Bank and our operating funds with Union Bank. The reserve funds have been consolidated through the CDARS program that allows us to keep the money local as well as FDIC insured since each account is under $250,000.

CAPITAL RESERVES/TRANSFER FEES: We have had 23 collections so far this year, in the amount of $22,495 total. (This puts us on target for the year towards collecting $65,000 in total.)

DELINQUENCIES: We are still working on an unusually high number of delinquent accounts this year. We adopted a new collection policy, including allowing a possible payment plan in four installments pending Board approval, to allow for any possible hardship during the current economic climate.

EXPENSES: Overall expenses are slightly lower than budget, YTD $4,339. The Finance Committee continues to monitor income and spending compared to the budget. The budget is conservative, based on a philosophy of estimating low on income and to the high side on expenses. Our legal fees have been higher than anticipated in the 2013 budget. However, we should be able to stay on budget for the rest of the year by controlling spending in other areas.

EQUITY RESERVES: Overall Reserve Equity has grown by $27,766 since January 1, 2013. This is mostly due to low expenditures from the reserve accounts and good revenues from the transfer fees. As of April 30, 2013 our Reserve Funds are $1,276,762 compared to last April 30, 2012 at $ 1,016,342.
This keeps us on schedule compared to the recommendations of the independent Miller/Dodson report. However, we will undoubtedly incur additional obligations if we acquire the boating facilities as part of the current litigation/settlement.

I'On Design Committee Mid-Year Report – June 2013

TRANSITION OF IDC:
The promised transition of the IDC from the I'On Company to the Home Owners Association has been scheduled for September 30, 2013.
The Assembly has begun the interview process to replace Chad Besenfelder's very important position as NDC, Neighborhood Design Coordinator.
We are looking at potentially making a few changes to help the IDC manage workflow and be more responsive, as well as moving it closer to being self-funding.
The Assembly's goal with managing the IDC is to preserve and protect the investment we have all made in the community by encouraging everyone to adhere to our high architectural and landscape standards.

Continued compliance by all homeowners with the CC&Rs and the IDC rules helps preserve the architectural beauty of I'On and protects all of our investments. **Please remember to submit all changes to the IDC before beginning work.** Thank you for your cooperation.

2013 Infrastructure Mid Year Report

a. Town of Mount Pleasant (TOMP) has tentatively scheduled the installation of on-street parking spaces for Jane Jacobs Road, Duany Road and Robert Mills Circle Road for the week of June 10th. The Infrastructure Committee will meet with the Town before they begin this process and review the complaints / suggestions made by various neighbors over the last few months. If there are any comments or concerns after the installation those can be forwarded to Trisha and me for review.

b. Continuing process for meeting on Stormceptors. TOMP to schedule soon.
c. Still on hold on ordering the 1 HP Hydro Mixers until it can be determined if the I'On Company (who owns the canals) will pay for the improvements to their .5 HP Hydro Mixers that are not working properly.
d. 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. The current schedule is for a second walk through to occur on June 15th. If any further corrections are necessary they will be identified at that time.
e. Bids have been completed for a structural engineer to inspect and provide a report on the canal bulkheads, and the docks and boat ramp. Work should begin soon.
f. Bids have been completed for Marsh Path repairs with plantation mix in select areas. The Infrastructure Committee is proceeding with this work under its current budget.
g. Bids completed for Notification Posts next to all mailboxes for community announcements. Work should begin soon.
h. Neighborhood Crosswalks - original plans for replacement to be done in phases with Phase I being the crosswalk in front of the Church at Sowell and N. Shelmore, Phase II being the Crosswalk at Sowell & Ponsbury and the Crosswalk at Sowell & East Lake, and Phase III being the Crosswalk at the front of the neighborhood entrance. In addition, the Committee has been in discussion with the Square Association regarding sidewalk modifications and a pedestrian crosswalk at the Civitas and Shelmore intersections. No plans or cost are finalized. To date we have had casual discussions that the Square Association and the Assembly would share the cost.

Landscape Committee 2013 Mid-Year Report

Introduction:

Landscape Committee: Tony Woody, Trisha Elrod, Amy Sage, Dave Rosengren
Landscape Contractor: Lawn-O-Green

Square Raised Bed Project: In an effort to continue to improve I'On square, the Landscape Committee has…

- Aerated the root bound Pistachio Trees
- Removed the Rosemary
- Replanted with Dwarf Pittosporum and Dwarf Podocarpus
- Introduced seasonal color

Final project cost is expected to be less than $6,000.

Perseverance Park Fountain: An electrical sealant system and the 3 underwater lights in the fountain have been replaced at a cost of $1,417; the fountain is once again in full operation.

Sycamore Trees in Perseverance Park: The 32 Sycamore Trees planted in Perseverance Park are beginning to struggle. The Landscape Committee has learned that the trees are root bound with wire mesh baskets that were not removed prior to planting. The estimated cost to remove the wire baskets is $125 per tree or $4,000. The Landscape Committee is working with the developer in an attempt to obtain compensation.

Current Projects under Consideration:

- Many right-of-way strips in the neighborhood are poorly planted. The Landscape Committee is testing hydro seeding five right-of-way areas that border neighborhood common areas. If successful, right-of-way hydro seeding may be expanded to other areas of the neighborhood.

- A project is being considered to rework the Rialto/Krier parking areas, because the live oaks planted there will soon be too large to accommodate parking. Specifically the Landscape Committee is considering…

    - Removing the current live oaks
    - Installing some additional curbing
    - Implementing angle parking
    - Installing a small number of palm trees

Local neighbors will be consulted prior to any decision being made.

Compliance   Mid-Year Report   - June 2013

The first few months of 2013 have been somewhat difficult in regards to Compliance with the new management team starting up in January and the time constraint from the ongoing litigation.

We are transitioning from a management company that only dealt with complaints to a more pro-active management company that is addressing issues prior to complaints. This is a fine line and Trisha (SCS) and I are still working on making this a set up that will “fit” in I'On.

With the hiring of additional SCS staff to be present in ION, we will be able to get back to homeowners faster than in previous months.

- We have a rule change on the agenda that would allow golf carts to park in front driveways (if your driveway faces a normal road and not an alley). This should hopefully not be an issue as its already taken place on almost every road. This will just make it legal going forward

Regards,

Martin Hansen

PRESIDENT’S REPORT
MID-YEAR MEETING 2013

TRANSITION TO NEW MANAGEMENT COMPANY

The transition to Southern Community Services as our community management company has encountered a few challenges, largely arising from issues relating to the turnover of records by AMCS. Most of those have now been addressed, and Trisha Elrod is settling comfortably into her responsibilities with both the Assembly and the IDC. The workload has also been more than anticipated, so in mid-May, SCS has added a full-time administrative assistant, Staci Houser, to support Trisha, and is sharing the cost with the Assembly through year-end 2013 as we evaluate our needs going forward. Staci is in the I’On office full-time.

The move to a new, stronger management company has helped reduce the workload of Board members, increased the level of professionalism in our community management, and provided a strong back-office support structure for finance and best practices resources.

CREEK CLUB LITIGATION

As of this writing, the plaintiffs’ motion to approve the settlement agreement reached with the Graham parties and the Creek Club parties has been postponed from its original date of May 28th, with no new date currently set. Attorneys have not yet provided drafts of the final agreements to the Assembly, but the defendants' attorneys have agreed to do so not less than two weeks before any hearing to approve the settlement. The Board is not aware of the current status or content of the agreements beyond what was published in February. If any additional information becomes available, we will provide it at the Mid-Year Meeting.

In the meantime, the Board is proceeding with engineering inspections of the docks, preparing financial estimates of operating costs, and working with a Boat Docks volunteer committee to draft operating guidelines, all in preparation for the eventual turnover of the docks to the Assembly.

OTHER INITIATIVES

As discussed by other Board members, we are working on significant projects on a number of fronts:

- Board training with an outside consultant—this took place in April
- Transition to a new and improved website
- Assessment of Board skills and scheduling development of a strategic plan
- Transitioning to Assembly control of the IDC
- Strengthening financial management and budgeting
- Systematizing our compliance program and enforcement procedures

At our Annual Meeting in December, you can expect to hear more about progress on several of these issues.