

AGENDA
I'ON ASSEMBLY BOARD OF TRUSTEES MEETING
October 25, 2012 6:00 PM
Executive Session for Board of Trustees starts at 5:30 PM

I) Call to Order

II) Homeowner Forum

III) Reading and Vote to Approve Previous Meeting Minutes

a) September 27, 2012 Minutes

IV) Communications Report

V) Landscape/ Infrastructure; Vice President's Report

VI) Treasurer and AMCS Report

Activity Summary as of 9/30/12

Operating Account	\$341,959.00
Reserve Account	<u>\$1,056,878.00</u>
Total	\$1,398,837.00

Regime Fee Income

Actual-September 2012	\$1,597.00
Actual Year-to-Date	\$632,985.00

Transfer Fee Income

Actual-September 2012	\$6,903.00
Actual Year-to-Date	\$56,424.00

Total Budget Year-to-Date \$51,037.00 (Under Budget)

Delinquent Money Collected	\$33,859.00
Net of Uncollected Regime Fees	\$43,774.00

****Based on invoices received/paid as of September 30, 2012**

- Aged Owner Balances
- Work Orders (Open -7 / Closed -5)
- Violations/Compliance

VII) IDC Committee Comments

- Fernandina Street

VIII) I'On Trust

IX) Amenities and Trust Liaison Report

X) External Relations Comments

XI) Parliamentarian and Governance Report

- Conflict of Interest Policy

XII) Compliance Report

- Boat/boat Trailers
- Portable basketball hoops
- Property Maintenance
- N. Shelmore Property
- Violation Appeals
 - Ponsbury-Boat in Driveway

XIII) President's Report

- Merchant Signage
- Creek Club
 - Expense Sharing/Membership
 - Police Department
- Parking Enforcement
- Meeting with I'On Company
- Property Management Taskforce
- Security
- Board Member Vacancy

XVI) Adjournment

NEXT BOARD MEETING
Thursday, November 29, 2012
Board Room

COMMUNICATIONS REPORT
OCTOBER 2012

Doreen Ronchi has resigned as online and print directory editor, and we are working on replacing her. Vikki Davis has taken over her responsibilities for the Ambassadors (under the wing of the Trust), and may end up replacing Doreen as online Directory editor. We will adjust her and Doreen's web access as necessary.

Barbara Fry has announced that the December newsletter will be her last. We will have to search for a replacement. All suggestions are welcome.

October 2012 Infrastructure Update

a. Background and update on Crosswalks Project

2011 Assembly set aside approximately \$18,000 for construction and repairs of 4 crosswalks (3 on Sowell St. and 1 at the l'On entrance on Shelmore)

Three companies bid on construction and repair of 4 crosswalks (3 on Sowell St. and 1 at the l'On entrance on Shelmore)

Civil Engineer Earthsource Engineering won bid over 3 Civil Engineer Companies to design the crosswalks to be similar in look and materials to crosswalks at Perseverance St. Winning Bid estimate was \$4300 Earthsource Engineering sent invoice for all work required including insurance certificates from Giles Branch/ Earthsource for at total of \$3925.00. Invoice paid out of Repairs budget and not monies set aside for project (\$18,000 still set aside for work to be done on 4 crosswalks) Current Repairs Budget remaining for 2012 YTD \$7681 (line 06542)

Encroachment Permits submitted by Earthsource

Re-bid with original three companies on construction and repair of 4 crosswalks (3 on Sowell St. and 1 at the l'On entrance on Shelmore)

Only One Company returned a bid. Lawn O Green bid the following breakdown which was much higher than original bids for work prior to Engineering Plans being submitted and work planned with TOMP.

i. Break down of the cost of each cross walk

1. North Shelmore Entrance [2 Crosswalks]:

\$15,403.00

2. North Shelmore & Sowell Street

[1 Crosswalk]: \$ 8,855.00

3. Estimate for Eastlake and Sowell

Crosswalk is an additional \$7,000.00

Total for All Crosswalks to be completed over time is approximately

\$31,258.00

Difference in costs between what is set aside and to complete the work is approximately \$13,258.00

b. Infrastructure Recommendation for completing the construction of the Crosswalks

Discussion and Vote to move forward with the North Shelmore Entrance (2 Crosswalks) and the North Shelmore & Sowell Street (1 Crosswalk) before year's end. Cost will need an additional \$6,258.00. Monies could be pulled from extra line items in budgets not being fully used

(Example is Repairs Budget)

Plan for Eastlake and Sowell Crosswalk in 2013 Budget

Complete proposed work by end of 2012

c. Speed bumps (l'Onsbrough Alley) redone and scheduled for painting.

Ongoing Projects on Calendar/ To Do List

- d. Cracked Sidewalks/busted curbs (work with town for repairs – catalogue need)
- e. Review of SOEG Lights Maintenance
- f. Creek Trails Maintenance

TREASURER'S REPORT

(Mr Ed Clem)

Spending for the month of September, as reported, was favorable to budget by \$4200 (\$46,763 vs. a budget of \$51,027) and for year to date by \$51,000 (\$426,733 vs a year to date budget of \$477,770). However, there are yet unbilled and unpaid invoices totaling about \$8,000 due to the Creek Club for rental and dock maintenance. Also, the Reserve Fund operating fund contributions, yet unpaid, are about \$35,000. Taking these into account, the yearly budget would be about \$8000 favorable through September.

Revenues for the month were favorable to budget by about \$3700 due to nearly \$7000 income from the transfer fee. Collections of unpaid regime fees continue to decline at only \$1600, and some \$8,000 in 2012 fees are still outstanding. On the other hand, Transfer fees at \$6900 were very good and we are 75% of the way to our budget of \$65,000 for the year with three months to go, so we are on target to meet that goal.

We are beginning the process of preparing the 2013 budget for Board approval in November. Items that are increasing are Creek Club expenses, costs associated with potential full takeover of the IDC and legal costs related to litigation and regime fee collections.

HOA Meeting - 10/25/2012
IDC report

A Draft of the 10/03/2010 IDC meeting notes are attached

Additional information:

New items for the upcoming 10/31 /2012 IDC Meeting

Agenda submissions for review

42 Krier Lane – change in color

74 Sowell – enclose screen porch

179 Ponsbury – new house

Old Business

46 Fernandina – As of this past weekend nothing has been done to remove the screening. Chad has spoken to the homeowner and they are aware that even though they are welcome to submit a new proposal, the existing screening is disapproved and must be removed.

174 Shelmore – The homeowner has been given approval to begin landscaping via a letter dated Oct 15.

New Business

75 Moultrieville Rd – Some large trees have been removed and one large tree has been severely pruned, without approval by the IDC. In addition, the township is investigating the severity of the pruning of the large tree, as it exceeds the level normally permitted by the township. Follow up from the township is expected, as well as a discussion of the situation at the upcoming IDC meeting.

65 Ponsbury – A shed has been erected apparently without prior IDC approval. To be discussed at the 10/31 meeting.

I' On Design Committee Meeting Minutes-DRAFT

October 3, 2012

Members Present Len Hanson, Marty Schulken, Phil Clarke, and Chad Besenfelder
(I' On Company)

AMCS Leah Donaldson

34 Isle of Hope/Change Front door and Paint Porch

The I' On Design Committee reviewed the submittal to change the front door and the repainting of the porch and approved with the requirements that the front door needs to be more traditional in style, they suggest a raised panel to 24" minimum height base.

52 Robert Mills Circle/Preliminary Plan for Garage

The I' On Design Committee reviewed the submittal for the preliminary plan for the garage and decided to have Chad Besenfelder to meet with the architect to review the submittal as the architect is new to I' On. They will review the plans. AMCS will contact the architect because they did not submit the full review fee.

60 Robert Mills Circle/New House Plans

The I' On Design Committee reviewed the submittal of the new house plans and approved with the following conditions:

1. The owner must submit for final I' On Design Committee approval with all details and control joints.
2. Include a vertical element to break up the stucco massing at the main entry.

46 Fernandina/Original Screening of Porch Plans Rejected by I' On Design Committee

Chad Besenfelder met with the owner to discuss screening and drapery options. The I' On Design Committee is against screening porches.

174 N. Shelmore/Landscape

The I' On Design Committee reviewed the submittal of landscape plan. The application was incomplete and was disapproved.

Meeting Adjourned.

I'On Trust Report for the I'On Assembly HOA Board Meeting
October 25, 2012

Fall Activities – Recaps and One Addition

Screen on the Green, Friday, October 26th

The Trust will present "Poltergeist" at the Amphitheater. The movie will begin about 6:30 p.m. and popcorn will be provided. This event is free and open to I'On residents, I'On Club members and guests.

Halloween in the 'Hood, Saturday, October 27th

Our favorite neighborhood fall festival will present activities galore on Maybank Green, including a hot dog cookout provided by Publix, jump castles, face-painting, the return of the Monster Mobile Video Truck, music, costume contests, games with the Witches, and more. The fun will happen between 4 and 6:30 p.m. The Trust will provide beverages, chips and paper goods and neighbors are asked to bring covered dishes to go with the hotdogs. Sponsors include Places Real Estate, Publix, brick by brick, A Diamond in Time, Grace Salon Spa, O'Brion's, Palmetto Exterminators, Lawn-o-Green, Shoe La La, Pilates of Charleston, and Julie McLaughlin (sponsors have offered in-kind support and gifts as well as some financial contributions).

Giving Lights of I'On, Sunday, December 2

2012 is the sixth year that the I'On Trust has been responsible for coordinating the luminary project in the neighborhood. This year's proceeds will go to East Cooper Habitat for Humanity. Two of our neighbors are very involved with this charity – Bob Hervey is the Executive Director and Cathy Remington is the Vice President of the Board of Directors. A number of other I'On residents are volunteers with the organization. Sweet Olive has agreed to sponsor the event, which means that more of the contributions from neighbors will go to the charity since much of the cost of the kit supplies will be underwritten. Amy Olson is the Coordinator of Giving Lights for the second year. Our goal is to raise at least \$10,000 for ECHH.

The following neighbors are volunteering as Street Captains for 2012: Meg and Jeff Folk, Amy Sage, Wanda Martin, Julie Hussey, Mary Wilbur, Christie Wright, Ginger Black, Ann Thompson, Karen Featherstone, Gail Hardie, Marilyn Austin, Vikki Davis, Brooke Niznik, Lindsey Williams, Lucy Mooney, Martha Morgan, Linda Rinaldi, Diane Ayers, Kay Chitty, Cheryl Pitts, Kaki Hinton and Marsha and Bill Kendrick.

Holiday Festival, Sunday, December 2

After the luminaries are lit about 5 p.m., neighbors will be invited to the Maybank tree lighting at 5:30 p.m. and then on to the Amphitheater by 6 p.m. for refreshments, visits with Santa Claus, coral singing, a check presentation to East Cooper Habitat, and carriage rides. The rides were so popular last year that we are bringing two carriages across the bridge for neighbors to tour I'On in to see the luminaries "in style."

Financial Matters

The Trust received the third quarter payment of \$5,000 from the Assembly for which we are most grateful.

Ambassadors

Doreen Ronchi has passed the hat as Ambassador Coordinator to Vikki Davis. Vikki is in the process of learning all the responsibilities of this role. The Trust hopes to announce some new plans for the group soon.

PARLIAMENTARIAN AND GOVERNANCE COMMITTEE REPORT
OCTOBER 2012

1. Verify that all “Conflict of Interest” Forms have been signed by Board members and returned to Leah.

COMPLIANCE REPORT OCTOBER 2012

BOATS/ BOAT TRAILERS

The situation has greatly improved, perhaps due to posting of warning notices on boats. A tour of the neighborhood this past Sunday revealed no boats/ trailers on the street and only two on empty lots (Jane Jacobs and Saturday Road). Violation letters are going out to the owners of the two lots. Regarding “grandfathered” boats, i.e. boats allowed in private driveways by developer agreement or past board of trustee decisions, it is recommended that we terminate this status effective as of April 1, 2013, or some other date to be determined. This would not affect boats on property where the rear of the lot faces a thoroughfare. Those would continue to be allowed providing they are adequately screened as defined in the I’On Rules.

Regarding the appeal from 109 Ponsbury, the owner has provided no documentation that the manner in which the boat is screened was approved by a prior Board. In any case, a close reading of the I’On Rules suggests the approval for the screening rests with the IDC and not the Board. There is no question that the boat faces a thoroughfare, despite the owner’s contention to the contrary. Recommend the appeal be denied.

PORTABLE BASKETBALL HOOPS

These violations have also been substantially reduced. We are still trying to determine the owner of basketball hoop on McDaniel Lane near Perseverance (the only outstanding violation).

PROPERTY MAINTENANCE

There are several homes/ lots that are not in “clean and attractive condition and in good order and repair” as mandated under the CC&Rs. Recommend that Article 3, Section 104, of the CC&Rs be amended to include language that says “Such maintenance shall include, without limitation, the cutting of weeds/ removal of debris on empty lots and the removal of mildew from the exterior of homes.”

NORTH SHELMORE PROPERTY

A second violation notice was issued and a fine levied for failure to show substantial progress in the installation of new landscaping and completion of construction.

PRESIDENT'S REPORT OCTOBER 2012

Creek Club: Ed Clem and his committee remain in discussions with the Creek Club about expense sharing and membership issues. We are trying to reach agreement on some issues in time for budget preparation.

Creek Club and the Police Department: In response to neighborhood complaints about Creek Club activities and police department response, Ed Clem, Mike Russo and I met with the Chief of Police, the Chief of Operations, and our local patrol commander at police headquarters. Mike outlined steps that he has taken to prevent illegal parking in unmarked spaces on Saturday Road. These include placing orange cones where needed, using off-duty police to inform guests that they must park in the remote lot, and requiring the use of golf carts from the lot to the Club. The police department clarified that even off-duty officers have official authority to stop any illegal action, such as a home break-in, but in general will not respond to non-emergency requests for assistance (with issues like blocked driveways or illegal parking) that require them to leave their contracted stations. For non-emergency matters, residents are advised to call the Police Department non-emergency number for assistance.

Parking Enforcement: Once No Parking signs are installed in the Square, patrol officers will be instructed to ticket illegal parkers. It was felt that the word would get out quickly and cut down on illegal parking, in particular, across from O'Brion's.

Meeting with the IO Company: I am meeting with the IO Company on Wednesday to discuss the IDC transition, the Meeting House and the schedule for Phase 11, and will report on the results of that meeting at the Board meeting.

Property Management Task Force: Bids have been received from five companies, and are currently under review by the Task Force. Ed Clem is taking the place of Ted Webb on the Task Force. The Task Force is meeting as a whole on October 30th, and onsite interviews with bidders will be conducted within the two weeks following that date. It is anticipated that we will have a final recommendation for the Board by the November meeting.

Leadership Development Committee: Doreen Ronchi is unable to serve on this committee due to family illness, but has given us a list of candidates. Aryn Linenger is scheduling a recruiting social hour at O'Brion's. The committee will meet late this week or early next week, and will continue to recruit candidates through email blasts, newsletter

articles, and personal contacts. Board members are each requested to provide a name of at least one possible candidate (except for Aryn, because committee members are supposed to submit more names than that). In particular, we need to recruit one or more candidates with a financial background.

Security: I have spoken with Signal 88 management about our concerns about their service levels, responsiveness, invoicing, and web access. I hope to meet with the owner in early November. However, AMCS advises that we have spent \$325 in graffiti removal year-to-date (not including graffiti removed at the boathouse as part of routine cleaning), significantly less (by thousands) than we are spending on security. The Board needs to consider the security and financial necessity of continuing to use private security patrols.

Board Member Vacancy: Due to illness, Ted Webb is unable to continue his service as a Board member. He has been a valuable contributor for many years, and we will miss him greatly. Given the short time until our next Board election, as well as the availability of the excellent assistance of Ed Clem and Annie Bonk on budget and financial issues, I recommend we do not replace Ted as either a Trustee or Treasurer at this time.