

I'On Assembly
BOARD OF TRUSTEES MEETING
22 April, 2003 8:30 AM
I'On Really Offices

I. Call to Order

II. Approval of Minutes from meeting of January 21, 2003

III. Report of the President

A. Committee Revisions

IV. Manager's Report

V. Committee Reports

A. Finance

1. Budget vs. Actual

2. Internal "audit"

a. Utility costs

i. Street lights

ii. Water

B. Landscaping

C. Communications

1. Borough Networks proposal

D. Governance

E. Ad Hoc Committees

1. Boathouse

V. Other Business

A. Clutter behind homes (guidance from Board)

B. Civic Service Citation

C. Next Meeting – July 15, 2003.

1. Agenda items

VI. Executive Session to follow up on property owner grievance

VII. Board Photo

VIII. Adjournment

**ION ASSEMBLY
QUARTERLY
BOARD OF TRUSTEES MEETING
April 22 2003**

M I N U T E S

Pursuant to call, the Quarterly Board of Trustees Meeting commenced at 8:32 A.M. on Tuesday, April 22, 2003 in the conference room of ION Company.

I. Attendance

Board members in attendance were Gaye Joyner, Andy Gowder, Vince Graham, Allen Coleman, Joe Halford, Libby Eble, and Michael Purcell. Homeowners present were William Hamilton, Annie Bonk and Ed Clem. Representatives from CCMC were Brett Young, Michael Millwood and Jerry Watson.

II. Call to Order

Vince Graham called the meeting to order.

III. Approval of Minutes

The minutes of the January 21, 2003 meeting were approved.

Motion to approve Andy Gowder/Libby Eble. All were in favor and the motion carried.

IV. Report of the President

A. Committee Revisions

1. Joe Halford will chair the Landscape Committee and Allen Coleman will assist.
2. Michael Purcell will chair the Ad Hoc Committee,

V. Manager's Report

Brett Young presented the Manager's Report as follows:

1. The Finance Committee has received the information requested and a meeting will be scheduled with the Regional Controller, Jim Corbett, to discuss these issues.
2. The taxes are complete but the yearly audit has not been done to date.
3. The Landscape Company will provide samples of flowers for the entrance. Joe Halford and Allen Coleman will review this. Mulching has been done, using 400 yards thus far. Vince Graham stated that a judgement call needs to be made whether to continue or not. Gaye Joyner asked if the Creek Club was responsible for their areas. It was noted that the Club does handle the expense of the Club and the parking area. Andy Gowder stated that it was important that the playground, The Ramble, be done. Joe Halford stated that the soccer field needs to be done as well.

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4. The Boathouse improvement agenda has been completed. The issue regarding a spigot is **still being** reviewed.
5. **The Communications C0ommittee** has helped to get the addresses of homeowners corrected. The return mail has **decreased**.

VI. Committee Reports

A. Finance

1. Budget vs. Actual

The Finance Committee has **been** reviewing the data and will prepare a list of questions for a meeting with Jim Corbett. All items that they requested had been turned over to the **committee**. Annie Bonk would like to look at changing the 2003 budget based on the expenses paid in January. The question was raised in reference to the **deficit**. Brett Young explained that all the **income** was **realized** in January. He also explained that the income could be broken out to accrue on a monthly **basis**.

2. Internal Audit

a. **Utility** costs

- i. Allen Coleman will meet with SCE&G to discuss questions on the **billing** rate now **being** charged.
- ii. A meeting will be scheduled with the Landscape Company to review **possible** ways to conserve **water** usage.

3. Delinquency

Brett Young **explained** that the delinquency balance is based on the history of the **account**. In cases where addresses were an issue, he has waived the **late fees**. The current delinquency rate is **18%** with the majority being builders. The current balance in **delinquency** is **\$39,700.00**. It was stated that the fees assessed to **delinquent** accounts are based on the governing documents and fees collected are realized by I'On Assembly. The Finance Committee will meet to review **amending** the current fee structure.

4. Projected Lot Sales

Approximately 25 lots are scheduled to close this **month**. Chris Anderson will provide Libby Eble a projected sale of lots for the year.

5. **Transfer Fee** Amendment

Andy Gowder stated that the possible implementation of an initiation fee **that** would go to fund **the reserves**. They will conduct meetings to review increasing fees versus the amendment.

B. Landscaping

Joe Halford stated the following objectives on improving the quality of landscaping:

- Reduce irrigation expenses by investigating manual versus timer systems. To **reduce** water usage by how and when **plants** are watered.
- Have a horticultural expert, Jim Martin, evaluate the existing landscaping and offer **suggestions** on fertilizing, pruning and selection of **plants**.
- Have **the I'On** Garden Club promote and organize events to improve the quality of **landscaping**.
- Work **with** the developer on **planning** issues for the **common** areas.
- Establish communication with the contractor to go over contracts. Brett Young stated that he **should** be **included in** these meetings as the managing agent.
- **Implement** Borough Garden Clubs to take ownership of small parks.
- Develop a plan for 2004 to **avoid** pitfalls

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Mr. Halford stated that Mr. Martin charges a fee of \$65.00 per hour. When the Finance Committee completes their audit task, they will schedule a consultation. Vince Graham stated that I'On sits on 244 acres. Of that, 55% is privately owned, 45% is public area of which V* (24 acres) is lake surface. There are a total of 25 parks in the I'On community.

C. Communications

Gaye Joyner will work with the Internet committee on defining and clarifying boroughs. An email from Gaye on the Boroughs Network is attached. The goals are to solicit team captains to assist with these efforts.

D. Governance

Andy Gowder will review the CC&R's. A meeting will be scheduled to review increasing late fees and transfer fees.

E. Ad Hoc Committees

1. Boathouse

- i. There will be a pizza party on May 3, 2003 to discuss rules.
- ii. A price on installing a faucet for the boathouse will be received and the feasibility discussed.

VII. Other Business

A. Clutter behind homes

Brett Young asked the board how they wanted CCMC: to proceed on clutter behind certain homes on So well and Prescient Streets. Board comments were as follows:

- i. Michael Purcell - if the neighbors don't complain, don't do anything.
- ii. Vince Graham - all property must be neat and orderly per the CC&R's. Consistency is the rule

B. Civic Service Citation

It was suggested that a citation be given to members in the neighborhood for "giving".

C. Golf Cart and Goped Problems

Gaye Joyner received a letter from a homeowner about the existing problems with motor scooters. She is reviewing the state laws regarding these issues and will report to the board. The following comments/suggestions were made:

- i. Michael Purcell - look into the possibility of registering golf carts with numbers.
- ii. Joe Halford - contact the police and have them ride through and enforce laws. Brett Young will contact the police and have them monitor the problem.
- iii. Gaye Joyner - stated a problem with the Creek Club using underage drivers to transport guests during events.
- iv. Libby Eble - use the newsletter to clarify rules.

D. Next Meeting - July 15, 2003

Agenda items need to be sent to Brett Young. The January minutes will be posted on the website.

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VIII. Executive Session

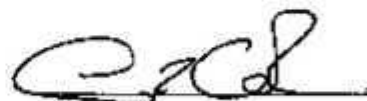
IX. Board Photo

The board photo will be taken at the July meeting.

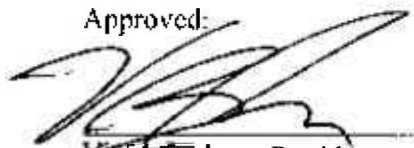
X. Adjournment

The meeting was adjourned at 10:50 AM,

Submitted by:


Allen Coleman, Secretary

Approved:


Vince Graham, President

7-15-03
Date