

**I'On Assembly  
Board of Trustees Meeting Minutes  
November 18, 2010**

**Members Present** Jody McAuley, Sheri Cooper, Jay Thompson, Kershaw LeClercq, Bill Settlemeier, Phyllis Sheffer, and Brady Anderson  
**AMCS** Jane Gottshalk  
**Guests** Annie Bonk, Louise Rainis, Ed Ball, Dave Rosengren, Amy Sage, Martha Morgan, David Niemann, and Anne Register.

Jody McAuley called the meeting to order.

**Homeowner Forum**

Annie Bonk stated that she feels it is a good idea to have the Trust as part of the Homeowners Association. Annie Bonk advised that she has one issue and made the following statement: “The Homeowners Association budget has always been provided to the residents, but, to the best of my knowledge, the Trust budget has not. This concerns me. I feel that the residents are entitled to see the Trust budget as well. Will the Trust budget be included in with the Homeowners Association budget for 2011? We have the right to see where the Trust money is being spent the same way we have the right to see who the Homeowners Association money is being spent.”

Anne Register advised that the 2011 Trust budget has not been completed, but will be available on the website. Bill Settlemeier advised that the Trust and the Homeowners Association are not merging together but will remain two separate entities.

Martha Morgan advised that she has researched other Homeowners Associations that have Trusts. After contacting them all she found that I'On is the only Trust that has memberships. Martha Morgan provided a chart that she compiled showing a yearly decline in donations made to the Trust over the past five years.

**Minutes**

Bill Settlemeier moved to approve the October 21, 2010 minutes as presented. Brady Anderson seconded the motion. All in favor. Motion carried.

**AMCS Report**

AMCS representative reported the following account balances as of September 30, 2010:

**Operating Accounts**

Fidelity Operating	\$19,867.79	Money Market
RBC Centura Bank – Operating	\$25,124.96	NO CD
RBC CD#9416920717	\$30,000.00	12/06/2010 .3%
RBC CD#9416920709	\$40,000.00	10/31/2010 .55%
RBC CD#9416920725	\$40,000.00	12/21/2010 .3%
RBC CD#9416920733	\$40,000.00	01/17/2011 .30%

**Reserve Accounts**

Harbor CD 2000343	\$33,536.67	1/24/2011 .995%
Harbor CD 2000354	\$33,454.08	5/13/2011 1.98%
Harbor CD 2000720	\$32,275.89	3/31/2011 1.88%
Harbor CD # 2000697	\$51,287.03	2/19/2011 2.00%
Harbor CD # 2000670	\$51,119.26	11/18/2010 1.98%
Tidelands CD # 1008023	\$251,328.98	10/30/2010 2.35%
Ameris CD # 9112945219	\$30,181.63	05/01/2011 1.42%

Ameris CD # 9114424944	\$35,000.00	12/01/2010	1.44%
Ameris CD # 9115103996	\$35,296.74	11/01/2010	1.44 %
Community First #0280005429	\$89,200.68	5/18/2012	2.23%
1 <sup>st</sup> National Bank CD	\$60,000.00	6/04/2011	1.90%
1 <sup>st</sup> National Bank CD	\$36,691.07	12/04/2011	2.10%
RBC Money Market	\$72,716.88		

The AMCS representative stated that the Board of Trustees meeting packet was sent out on November 12, 2010 to the Board of Trustees. The AMCS representative asked the Board of Trustees if there were any questions regarding the reports. There were no questions from the Board of Trustees.

**Landscape Committee**

The Board of Trustees reviewed the Landscape Committee report prepared by Dave Rosengren and Amy Sage. The Board of Trustees agreed to send the letter drafted by Dave Rosengren addressing the maintenance of the right-of-way area between the property line and curb to all homeowners in the annual meeting packet.

**Amenities Report**

The Board of Trustees reviewed the Infrastructure/Amenities report prepared by Kershaw LeClercq.

**President’s Report**

**Security Proposal**

The Board of Trustees discussed the proposal to install security cameras in I’On. The Board of Trustees agreed that the proposal was good but they did not feel that there was time to appropriate the funds needed for this project before the end of the year. The Board of Trustees appreciates the time and effort that went in obtaining the information for this proposal and hopes that the 2011 Board of Trustees will consider this for next year.

**Homeowners Association-I’On Trust Proposal**

The Board of Trustees reviewed the following proposal to increase the Assembly’s financial support to the I’On Trust:

The I’On Trust has been a valuable resource for the I’On Community for many years. In past years, the Assembly Board of Trustees has regularly voted to provide modest financial support to help the Trust perform its work in the community.

In the summer of 2010, the Trust’s leadership approached the Assembly (HOA) Board and expressed concerns about the time-consuming annual burden of raising funds through individual memberships sold to I’On residents and property owners. It was agreed that if a significant portion of the Trust’s funding needs could be met through annual contributions from the HOA, then the Trust’s volunteers, leadership, and staff would be able to spend more time focusing on the Trust’s programs, events, and activities.

The HOA Board was receptive to the Trust’s request and has made an effort over the past several months to solicit comments from HOA members about the proposed action.

While some concerns were expressed and there was some opposition to the proposals, there were also many strong expressions of support. It is the judgment of a majority of the HOA Board that the adoption of a policy stating that the Board will provide substantial annual funding for the Trust’s activities would be of benefit to the community as a whole as well as to individual residents and property owners. In addition to the widespread benefit of Trust events and activities in terms of resident’s quality of life, the Trust’s activities are likely to enhance property values, providing a direct financial benefit to property owners.

As stated in the following motion and proposed policy, the Trust would have to justify its funding request separate for each succeeding year, and the decision as to whether to fund the Trust for any particular year as well as the amount of funding would be at the discretion of the HOA Board.

The Board anticipates that the level of funding in future years would most likely not exceed five percent of annual HOA dues (about \$50 per year). The HOA and the Trust will continue to operate as separate entities.

Bill Settlemyer moved that the Board of Trustees adopt the following policy: I'On Assembly financial support for the I'On Trust-Policy and Procedure. Brady Anderson seconded the motion. All in favor. Motion carried.

Bill Settlemyer moved that the Board of Trustees hereby approves a contribution from the I'On Assembly to the I'On Trust in the amount of \$20,000.00 in support of the Trust's events and activities in 2011, said amount to be paid to the Trust in quarterly installments at the beginning of each quarters in 2011. Brady Anderson seconded the motion. All in favor. Motion carried.

### **2011 Budget**

Brady Anderson moved to approve the 2011 budget. Kershaw LeClercq seconded the motion. All in favor. Motion carried.

Sherry Cooper volunteered to work with the Homeowners Association on behalf of the Trust in 2011. She will attend Board of Trustees meetings and keep the Board of Trustees informed on Trust news and activities.

Louise Rainis advised that it is important for the Trust to have someone in this position going forward.

### **Financial Report**

Sherry Cooper advised that collections are going well due to aggressive collection efforts. Small claims court collections have been successful this year. Sherry Cooper advised that she has gotten a proposal for a reserve update, which was budgeted for 2010. The Board of Trustees agreed to have the reserve update done before the end of the year.

### **Community Garden**

Kershaw LeClercq moved to approve the Homeowners Association's continued support of the community garden in 2011. Bill Settlemyer seconded the motion. All in favor. Motion carried.

### **2011 Community Garden Signup**

The garden plot registration will be announced in the January I'On Newsletter and applications will be accepted beginning January 1<sup>st</sup> through February 15<sup>th</sup>. Registration will be open to all I'On Residents with plots awarded in the order that applications are received. Applications must be accompanied by the annual fee along with a signed acceptance of the I'On Community Garden Rules outlining the terms and conditions for participation. Once all thirty plots are awarded, a waiting list will be established and neighbors on this list will be contacted should any plots become available.

### **Annual Meeting**

The annual meeting will be held on Tuesday, December 7<sup>th</sup> at 6:30 PM at the Creek Club. The annual meeting packet will be mailed to homeowners prior to November 26. There will be a brief meeting of the Board of Trustees at 5:30 PM at the Creek Club.

### **I'On Design Committee**

Jay Thompson advised that sales of the remaining lots in I'On are going well.

The I'On Company is working on preliminary plans for Phase Eleven. Jay Thompson advised that anyone having problems with builders should contact Chad Besenfelder in the I'On Company office.

**Meeting Adjourned.**

**Next meeting will be the annual meeting that will be held on December 7, 2010 at 6:30 PM at the Creek Club.**

## **Landscape Committee Report – November 2010**

- 1) Right-of-Way Letter to Homeowners: A draft letter regarding homeowner responsibility for adjacent right-of-way areas was sent to the Board for review on November 10. The Board may wish to “strengthen” the tone of the letter. After the Board makes any modifications, the Landscape Committee recommends sending the letter as part of the end of year mailing.
- 2) End of Year Projects: The Finance Chair has authorized up to \$15,000 for end of year projects. The Landscape Committee will complete several projects to remove tree roots from walkways along the Marsh Walk and around the Rookery. In addition several trees in the wetlands which have been deemed in danger of falling will be cut down.
- 3) Phase 2 Right-of-Way Tree Pruning: The Tree Clinic has asked to prune the second phase of 300 right-of-way live oaks during December 2010. They will bill for the work in January 2011 to meet I’On Assembly budget requirements.

## Infrastructure/ Amenities Report November 2010

- Creek Club dates have been chosen for 2011. The price is the same and we are alternating Tuesdays and Wednesdays. Jane and Peggy will work to keep Creek Club availability posted using the community calendar.
- Montrose Road Lighting. A new streetlight has been put up on Montrose Road. The cost is \$1350 for the boring and the fixture. The l'On Company donated a free pole.
- Eastlake Streetlight. This streetlight has been replaced. The builder will be invoiced for the damage.
- Rookery Water Quality. Estate Management took a look at the Rookery. The water quality leaves something to be desired, but without truck/boat access, they cannot service this area.

## President's Report – November

- I. 2011 Budget Discussion and Approval
- II. HOA – I'On Trust Policy Statement and Approval
- III. Garden Club 2011 Approval
- IV. AMCS Office Space (Lease Agreement)
- V. 2011 Board Elections
  - a. New candidates for the 2011 – 2012 term
- VI. December Year End Meeting

**From:** phyllis.sheffer@comcast.net  
**Sent:** Monday, November 15, 2010 8:26 AM  
**To:** Jane Gottshalk  
**Subject:** Committee Report

Hi Jane,

Just a few things to report from External Relations this month.

1. Benny Firestone will send an email to update Biznet status. Ad-Hoc committee has been formed.
  
2. Don Calabrese (Crime Prevention Officer for Mount Pleasant) and I had a meeting regarding safety tips for the Holiday Season. He also would like to suggest that we consider having an off-duty Officer patrol the neighborhood to ensure that we have Police presence...this will discourage break-in activity. A lot of folks travel during the this time and we want to make sure the neighborhood is not a target for anyone who has plans to invade homes. Here are some other suggestions.
  1. Keep porch lights on during evening hours.
  2. Always lock your doors (cars, home)
  3. Trim back shrubs in front of windows
  4. Use timers for lights inside and outside your home
  5. If you plan to travel for long periods have your mail and newspaper delivery stopped

Officer Calabrese also discussed the importance of having an Officer walk the trails. Sometimes just the presence of the Police Vehicle or their uniform will prevent crime.

Thanks,  
Phyllis

Phyllis Sheffer  
843-881-5485

President- East Cooper Entrepreneurial Women [www.ecewsc.com](http://www.ecewsc.com)  
Owner - Phylli Phlops [www.phylliphlops.com](http://www.phylliphlops.com)

I'ON ASSEMBLY  
INCOME EXPENSE SUMMARY  
OCT 2010

	2010	OCT 2010	OCT 2010	10 ACT TO BUD	10 ACT TO BUD	OCT 2009	10 TO 09	10 TO 09
	BUDGET	YTD BUDGET	ACTUALS	VARIANCE	% VARIANCE	ACTUALS	\$ VARIANCE	% VARIANCE
<b>REVENUE</b>								
HOA fees	\$ 656,035	\$ 656,035	\$ 641,759	\$ (14,276)	A -2.18%	\$ 640,679	\$ 1,080	0.17%
Interest & Late Fees	1,692	1,410	6,404	4,994	354.20%	4,982	1,423	28.56%
Other	0	-	11,972	11,972	B 100.00%	4,000	7,972	199.32%
<b>TOTAL REVENUE</b>	<b>657,727</b>	<b>657,445</b>	<b>660,135</b>	<b>2,690</b>	0.41%	<b>649,660</b>	<b>10,475</b>	1.61%
<b>EXPENSES</b>								
Mgmt Fee	45,864	38,220	38,220	-	0.00%	38,220	-	0.00%
Legal, Audit & Tax	19,000	17,000	24,697	7,697	C 45.28%	13,081	11,616	88.80%
Neighborhood Watch	6,000	5,000	5,800	800	16.00%	3,700	2,100	56.76%
Supplies	4,000	2,800	4,607	1,807	64.54%	2,930	1,677	57.25%
Communications	5,000	1,000	947	(53)	100.00%	702	245	100.00%
Events	8,000	7,666	7,134	(532)	-6.94%	7,335	(201)	-2.74%
Creek Club & Dock Ren	15,756	13,130	8,866	(4,264)	D -32.48%	10,439	(1,573)	-15.07%
Bad Debt	24,996	20,830	-	(20,830)	E -100.00%	-	-	0.00%
Other	5,325	1,000	489	(511)	-51.10%	959	(470)	-49.03%
<b>Total Admin</b>	<b>133,941</b>	<b>106,646</b>	<b>90,760</b>	<b>(15,886)</b>	-14.90%	<b>77,366</b>	<b>13,394</b>	17.31%
Signs	500	450	1,115	665	147.70%	185	930	502.52%
Water & Sewage	10,268	8,700	19,471	10,771	F 123.81%	8,875	10,596	119.39%
Electric	52,596	43,830	41,231	(2,599)	-5.93%	38,770	2,461	6.35%
<b>Total Utilities</b>	<b>63,364</b>	<b>52,980</b>	<b>61,817</b>	<b>8,837</b>	16.68%	<b>47,830</b>	<b>13,987</b>	29.24%
Landscaping Contract	152,644	125,956	124,068	(1,888)	-1.50%	123,603	465	0.38%
Landscaping & Supplies	130,339	120,000	109,421	(10,579)	-8.82%	113,768	(4,346)	-3.82%
Lake Maintenance	19,596	16,430	14,874	(1,556)	-9.47%	15,432	(558)	-3.61%
Repairs	20,498	17,070	6,517	(10,553)	G -61.82%	14,396	(7,878)	-54.73%
Annual Playground Rep.	5,000	5,000	935	(4,065)	G -81.30%	6,403	(5,468)	-85.40%
Annual Power washing	8,000	8,000	1,850	(6,150)	G -76.88%	3,150	(1,300)	-41.27%
Irrigation Repairs	5,004	4,170	5,538	1,368	32.79%	2,285	3,253	142.36%
Pet Stations	4,000	4,000	9,642	5,642	H 141.05%	4,976	4,666	93.77%
Annual Walking Path Re	3,996	3,330	1,980	(1,350)	-40.54%	3,278	(1,298)	-39.60%
<b>Total Maint</b>	<b>349,077</b>	<b>303,956</b>	<b>274,825</b>	<b>(29,131)</b>	-9.58%	<b>287,290</b>	<b>(12,465)</b>	-4.34%
Insurance	11,000	11,000	11,569	569	5.17%	10,246	1,323	12.91%
Taxes	5,750	5,000	4,460	(540)	-10.80%	6,660	(2,200)	-33.03%
<b>Total Ins &amp; Tax</b>	<b>16,750</b>	<b>16,000</b>	<b>16,029</b>	<b>29</b>	0.18%	<b>16,906</b>	<b>(877)</b>	-5.19%
<b>TOTAL EXPENSES</b>	<b>563,132</b>	<b>479,582</b>	<b>443,431</b>	<b>(36,151)</b>	-7.54%	<b>429,392</b>	<b>14,039</b>	3.27%
<b>RESERVE</b>	<b>94,334</b>	<b>94,334</b>	<b>94,334</b>	<b>-</b>	0.00%	<b>100,000</b>	<b>(5,666)</b>	-5.67%
<b>NET INCOME (EXPEN</b>	<b>\$ 261</b>	<b>\$ 83,529</b>	<b>\$ 122,370</b>	<b>\$ 38,841</b>	46.50%	<b>\$ 120,268</b>	<b>\$ 2,103</b>	1.75%

A. Demand notices were sent, monies coming in.

B. Majority represents prepaid HOA fees for 2011.

C. Legal fees have increased due to increased collection efforts. Fees are billed to homeowner so once collected, legal fee expense is offset.

D. Billings are one month behind and we received a refund in july for HOA portion of Creek Club outside upkeep per contract. debt is expensed)

F. Water expense increase due to leak which was repaired in March, community garden and perserverence park new water bill.

G. Under/over budget for the most part, due to timing.

H. Additional pet stations have been requested by residents, increasing # of bags bought as well.