

**I'On Assembly
Board of Trustees Meeting Minutes
October 27, 2011**

Members Present Kershaw LeClercq, Phyllis Sheffer, LaVon McNaughton, Jay Thompson, and Sally Raver
Members Absent Craig Wrenn and Ted Webb
AMCS Jane Gottshalk
Guests Dan Eckert with Mount Pleasant Police Department, Louise Rainis, Dave Rosengren, Kevin Gorsline, Amy Sage, Annie Bonk, John Powers, and Dianna Rae

Kershaw LeClercq called the meeting to order.

Homeowner Forum

Dan Eckert of the Mount Pleasant Police Department introduced himself to the Board of Trustees as a Road Supervisor over a team of eight officers who oversee the district which includes I'On. Officer Eckert offered to listen to resident concerns to be a point of contact for residents and to work in partnership with the I'On Community.

Minutes

Sally Raver moved to approve the September 22, 2011 minutes as presented. LaVon McNaughton seconded the motion. All in favor. Motion carried.

AMCS Report

AMCS representative reported the following account balances as of September 30, 2011:

Operating Accounts

Fidelity Operating	\$89,916.91	Money Market
RBC Centura Bank – Operating	\$55,300.22	NO CD
RBC CD#9416920813	\$40,000.00	10/29/2011 .10%
Capital Bank	\$150,577.42	Money Market

Reserve Accounts

Harbor CD 2000343	\$33,855.22	1/24/2012	.80%
Harbor CD 2000354	\$34,054.88	5/13/2012	1.98%
Harbor CD 2000720	\$32,888.40	3/31/2012	1.30%
Harbor CD 2000697	\$52,312.60	2/19/2012	1.98%
Harbor CD 2000759	\$65,478.66	5/18/2012	1.44%
W. Alliance CD#9906	\$40,000.00	9/29/2011	.71%
W. Alliance CD#9914	\$40,000.00	9/29/2011	.71%
W. Alliance CD#9949	\$40,000.00	9/29/2011	.71%
Flagstar Bank CD#9973	\$60,000.00	3/29/2012	1.05%
Harbor CD#3000280	\$30,136.42	9/29/2011	.90%
Ameris CD #9113497189	\$35,522.99	6/01/2012	1.63%
Ameris CD #9112945219	\$30,362.33	5/01/2011	1.42%
Ameris CD #9115103996	\$35,339.94	11/01/2011	1.44%
Community First #0280005429	\$90,450.77	05/18/2012	2.23%
1 st National Bank CD	\$61,139.97	06/04/2012	1.90%
1 st National Bank CD	\$37,075.39	12/04/2011	2.10%
RBC Money Market	\$129,292.53		
Harbor National Reserves	\$150,723.97		

The AMCS representative stated that the Board of Trustees meeting packet was sent out on October 25, 2011 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.

I'On Trust

The Board of Trustees reviewed the I'On Trust report prepared by Anne Register and Louise Rainis. Louise Rainis commented on the good presentation by Brad Van Lieu Tuesday evening at the Creek Club.

The next event will be "Halloween in the Hood" on Saturday, October 29th from 4:00PM to 7:00 PM. Ms. Rainis advised that there has been good response from the neighborhood as well as sponsors for this event.

Landscape/Infrastructure Committee

The Board of Trustees reviewed the Landscape Committee report prepared by Dave Rosengren and Amy Sage. Dave Rosengren advised that water usage has been reduced by \$10,733.00 through October of 2011. The landscape committee is working with Lawn-O-Green to create summer and winter irrigation schedules. The Tree Clinic has resumed the tree pruning schedule, but has not yet completed Phase Three of the tree pruning project. Sally Raver asked if any additional property is going to be handed over to the Assembly by the I'On Company in 2012. Phases 7, 9, and 10 are still owned by the I'On Company. Dave Rosengren advised that the I'On Company has not formally approached the Board of Trustees to request the handover of any of these phases.

Sally Raver asked that \$5,000.00 be added to the 2012 budget to cover the landscaping costs in the event that any of this property is turned over the Assembly in 2012. Dave Rosengren outlined four proposed landscape projects for 2012. He asked the Board of Trustees for permission to move ahead with one of these projects in 2011 with the excess of landscape funds for 2011. Dave Rosengren will come back to the Board of Trustees at the November meeting with specific amounts available for the remainder of the year.

Infrastructure Committee Report

The Board of Trustees reviewed the Landscape Committee report prepared by John Powers.

Sally Raver moved to proceed with the proposal from Lawn-O-Green to add one inch depth to the pathways around West Lake for \$3,875.00. Jay Thompson seconded the motion. All in favor. Motion carried.

John Powers advised that he is waiting on approval from Brad Morrison with the Town of Mount Pleasant to proceed with repainting the parking space lines.

President's Report

The annual meeting date has been set for December 13, 2011 at the Creek Club. There will be three board seats up to be voted on.

Creek Club Security Cameras

The proposals were obtained for the cameras at the Creek Club and at the Boathouse. The Board of Trustees feels that the Boathouse is the highest priority area for the cameras. The Board of Trustees agreed to budget for cameras at the Boathouse and hold off on cameras at the Creek Club at this time.

The Board of Trustees are waiting to hear back from the Homeowners Association attorney regarding the proposed rules and regulations at the Creek Club and docks.

I'On Design Committee

Jay Thompson advised that the I'On Design Committee is receiving more response from homeowners. There has been a problem with uninformed homeowners not knowing the I'On Design Committee process. The I'On Company has not given the approval for the new proposed construction hours.

Communication Committee

The Board of Trustees reviewed the Communications Committee report prepared by LaVon McNaughton. The Board of Trustees reviewed a proposal from Kevin Gorsline for revitalization of the community website. Kershaw LeClercq advised that the website proposal needs further consideration. The Board of Trustees agreed to add \$10,000.00 to the proposed budget for 2012 to go toward the website updates.

Compliance/External Relations

The Board of Trustees reviewed the Compliance Committee report prepared by Phyllis Sheffer. Phyllis Sheffer stressed the importance of all residents keeping their doors locked and reporting any incident to the Mount Pleasant Police Department.

Meeting Adjourned.

Next meeting is scheduled for November 17, 2011.

**I'On Trust Report for the I'On Assembly HOA Board Meeting
October 27, 2011**

November Events

Veterans' Day Observance Concert – Sunday, November 6, Westlake Amphitheatre, 4 p.m.
Featuring the Charleston Community Band. This event is free and open to the entire community.

Charleston Chamber Opera – Wednesday, November 9, the Creek Club, 7 p.m.

Please join The Charleston Chamber Opera in association with the I'On Trust as we present *Mothers, Sisters, and Adversaries* on November 9, 2011 at 7:00 PM. Soprano Patrice Tiedemann and Mezzo Soprano Lara Wilson, whose combined credits include the Boston Lyric Opera, the Des Moines Metro Opera, the Boston Pops, and the Harrisburg Opera among others, will explore a vast array of female relationships in some of opera's most beloved stories, including *Madama Butterfly*, *La Tragedie de Carmen*, and *Suor Angelica*. The program will be interwoven with narration by actress Terry Bell-Aby, with piano accompaniment by musical director Steven Morris. Come hear these talented artists create a frequently funny and often heartbreaking exploration of women's relationships in opera.

The production will be held at the Creek Club in conjunction with the I'On Trust. Tickets are \$35 for adults and \$15 for students. For reservations, contact Margaret Summers at 343-8412 or msummers@iontrust.org.

Charleston Chamber Opera is a professional opera company dedicated to presenting its audiences with innovative and high quality performances while enriching its community through creative programming and inventive educational outreach. For more information, visit www.charlestonchamberopera.com.

Screen on the Green – Saturday, November 19, Westlake Amphitheatre

Movie begins at dusk. Our feature will be “**Grease**” which was rained out in September.

Giving Lights of I'On – December 4

This very special I'On tradition hopes for another very successful year. The goal in 2011 is to raise \$10,000 for the Dee Norton Lowcountry Children's Center.

The mission of The Dee Norton Lowcountry Children's Center (DNLCC) is to keep children safe from abuse, and when abuse occurs, to work with our community to bring healing to those children and their families. Since opening in 1991, DNLCC has treated over 18,000 children through compassion for each child and their family; commitment to providing interventions for children and families who have suffered abuse of any kind; and collaboration with 39 community partner agencies to have the strength to do what is best for the child.

A Holiday Festival is in the works to bring neighbors together after the luminaries are lit.

Final I'On Trust Board Meeting for 2011 is set for November 7. At that time new officers for 2012 and new members will be elected. We will keep the HOA informed of changes with Trust leadership. We will also provide a budget and a programming plan for 2012 to the HOA.

Landscape Committee Report – October 2011

Irrigation Water Usage Update: As we've previously discussed the Landscape Committee has been working closely with LOG to manage irrigation water usage. Through the October billing, 2011 irrigation water usage cost has been reduced by 55% from the same period in 2010...

2010 Spending (thru October)	2011 Spending (thru October)	Reduction in Spending
\$19,419	\$8686	\$10,733

Summer and winter irrigation schedules have been developed and implemented with LOG and will be continuously monitored for improvement opportunities.

Proposed Landscape Budget for 2012: See attachment

Opportunities for Project Completion in 2011: Discussion topic

Landscape Budget for 2012

AMCS Budget Code	Spending Category	2011 Budget	2011 Spending Projection	2012 Budget Request	Reconciliation
6516	Seasonal Flowers	\$15,000	\$14,250	\$15,000	No change
6518	Landscape Lighting	\$2,100	\$3,000	\$3,000	Budget request based on 2011 projected spending
6520	Landscape Enhancements	\$5,000	\$5,000	\$17,200	- Improve teak table sitting area in I'On Square with stone pavers and re-sod with Zoysia - \$3,500 - Re-sod eroding area along East Lake path with St. Augustine - \$5,700 - Remove live oak trees from Rialto parking area and replace with some form of smaller diameter tree - \$5,000 - Begin work to mitigate invasive vines along North Shelmore Road and Mathis Ferry Road - \$3,000
6521	Grounds Supplies	\$37,770	\$38,070	\$35,912	Turf improvement program has been effective; as a result the treatments have been reduced
6522	Grounds Contract/LOG Routine Services	\$160,560	\$160,560	\$160,560	LOG has not requested an increase; note that East Cooper Montessori Charter School pays \$5,700 of this charge to upkeep soccer field
6524	Plant/Tree Replacement/Removal	\$4,080	\$3,000	\$4,000	No change
6525	Tree Maintenance/Trimming	\$39,000	\$34,500	\$22,915	Spending in 2011 was lower than budget because: - some of the work to prune neighborhood live oaks was completed in late 2010 - the neighborhood has fewer juvenile live oaks than originally thought Budget request for 2012 is reduced because the 3 phase live oak tree pruning project has been completed; budget costs in 2012 are for annual going costs for tree fertilization and palm pruning
6526	Pine Straw/Mulch	\$21,600	\$22,000	\$21,600	No change
6530	Irrigation Repairs	\$5,000	\$4,000	\$4,000	Budget for 2012 based on 2011 spending projection
	Totals	\$290,110	\$284,380	\$284,187	

October 2011 Infrastructure Update

- a. Recommendation from Infrastructure Committee will be made at October Board Meeting for monies if available for end of the year projects: This would be from additional funds not spent for 2011 in another HOA Budget surplus.
 - Reminder about recommendation from July for adding 1" depth [topcoat] to pathways around West Lake. The cost has been proposed from Lawn O Green to be \$3,875.00 to complete the work. Pathways in this area have not been "top coated" in the last 5 to 6 years, and are in desperate need of plantation mix.
 - Crosswalk repairs are needed. Recommendation is to replace some of the current crosswalks that need repair exactly like roundabout crosswalks at Perseverance/Shelmore and Perseverance Park. (additionally, there are also turn radius areas with same stones used as the crosswalks near Perseverance Park). The crosswalks in question are not of the same material at the entrance to I'On, at the Greek Orthodox Church and at Eastlake (Ponsbury/Sowell). This would bring consistency in materials used for all crosswalks in I'On (and most likely be a permanent fix).
- b. Meeting completed with Brad Morrison at Town of Mt. Pleasant about Parking Spaces in I'On. Parking Spaces Re-Painting Proposal submitted to Town of Mt. Pleasant. Waiting on dates to start and alert I'On Residents.
- c. Power Washing completed at all lake bridges, the Amphitheatre and post houses.
- d. Painting completed at East Lake Post House and Amphitheatre.
- e. Power Washing completed on Creek Bridge between Frogmore and Isle of Hope.
- f. Perseverance Street Fountain recurring electrical problem repaired. New permanent repair fix planned to solve recurring problem when it occurs.
- g. Additional recommendations made to 2012 Budget for repairs, maintenance, and new infrastructure projects.
- h. Improvements in timelines and communication completed with builders in reference to dumpsters being placed in the neighborhood during construction.

Ongoing Projects on Calendar/ To Do List

- i. Cracked Sidewalks/busted curbs (work with town for repairs – catalogue need)
- j. Review of SCEG Lights Maintenance
- k. Creek Trails Maintenance

COMMUNICATIONS COMMITTEE REPORT—OCTOBER 2011

The Quarterly Communications Committee Meeting was held on Tuesday, October 4, 2011.

Updates were provided by each member as follows:

1. Signage and BizNet Update (Benny):
 - a. Survey of I'On Square Tenants: Benny Firestone reported that after he enlisted Steve Degnen to Chair the Signage Task Force, that Steve forwarded to him a survey for the Square merchants to protect I'On and elicit their opinions regarding signage and help determine their needs. He approached Gigi Chapman to assist him in this effort to obtain the feedback from the Square merchants. At this time, she has not yet obtained all of the feedback. He stated that there is interest among the Square merchants; however, there just isn't unity. It is a matter of trying to figure out how to bridge the gap of the different types of business interests (restaurants vs. retail vs. professional offices, etc.). That effort probably needs to be led by the commercial tenants themselves.
 - b. BizNet is still going through reorganization. There is a new Board, and Benny appointed Raye Albers as Membership Director, and they are trying to re-build BizNet. It is a matter of communicating the message that BizNet's purpose is a networking group to drive each other's bottom line, and they are striving to communicate better. Kathy Puzerewski is their Media Director and is working with Rae to build their website using social media.
2. I'On Trust update:
 - a. I'On Archivist: Anne Register reported that she will speed up activity to locate an archivist to cull out the 5,000 photos we have to tell about our history. A suggested starting point is to begin with 2011 and determine 10-12 things that happened and select corresponding photos, then work backward year by year.
 - b. Volunteer List: It is being used, but getting people to commit to put their name on a list is difficult; thus, additions are very slow.
 - c. Anne will research the cost to produce *I'On at Ten* CDs for the Welcome Baskets. The book was originally produced by BizNet, and Diane Balister has the whole layout for the book and thousands of photos. She is willing to turn all of it over and will help anyone who wants to work with it.
 - d. The Trust is working on a Christmas Festival for Sunday, December 4th, to coincide with the lighting of the luminaries and the presentation of the check to the charity.
3. Community Website and Newsletter Update:
 - a. Website consultant: Barbara Fry reported that the Website team met in September with a neighbor website consultant, Kevin Gorsline, to look at converting and updating the community website to reach a wider demographic, including the use of social media. He is exploring options and the tools available on Athomenet to accomplish this and will report back to the team. It was suggested to err on the side of caution and make the social media linked to the website.

Amanda Heaton at AMCS can operate the community website in the event something happens to the other members of the team.

- c. Identities: The URL www.ioncommunity.com is owned by the HOA, and it was suggested that new generic e-mail identities/addresses be set up using the website [such as WebEditor@ioncommunity.com] rather than using the current personal e-mail mailboxes. Once a year, they will be reviewed to be sure that they are directed to the current person in that position.
 - d. Announcements: Laura Kasman will look at the various announcements for events taking place in Mount Pleasant and Charleston to determine what is relevant for I'On and post those on the new "Announcements" section of the community website.
 - e. Photos: Martha Morgan is working on changing the photos that appear upon opening the community website four times a year. She will select photos for the cover page and for the flash sequence following the themes of Architecture, Nature, and People.
 - f. Newsletter: Nothing to add on our Community Newsletter.
- Apparently, Rob Martin is proceeding with his marketing newsletter for I'On where all proceeds go to his company and with a target date of December. BizNet members were offered the opportunity to place an ad.

- 4. Welcome Basket Update: Doreen Ronchi reported that the deliveries are going very well. She has cut it down to under a month turn-around and mostly two weeks between the time the information is received concerning a new resident and a basket is delivered. She went back to this past January to trace all baskets that were scheduled to be delivered and their status to confirm delivery or not.
- 5. Search for New Directory Committee Coordinator is in progress. The Coordinator interfaces with the printer and manages the flow of information between the components and the printer.

Cynthia Rosengren will handle the residential portion of the Directory; Diane Balister will handle the whole BizNet piece for the Directory with first proof.

Schedule for Directory Completion – Saturday, March 17, 2012, to coincide with

BizNet's St. Patrick's Day celebration in the Square. It was suggested to set up a table on that day to distribute books to homeowners, which will help out the ambassadors.

Cynthia reiterated that there is a problem with the Access program when working on the Directory. It was suggested that some new code is needed to pull it off, so she may pull in a consultant to assist her.

- 6. I'On Artists update: Diane Balister reported that everything is going well with the artists group. The works of various I'On Artists are now being rotated at Jacob's Kitchen. The I'On Artists group is looking for options for art at Christmas time.
- 7. ECMCS update: Alys Campaigne (ECMCS Board Member) expressed the gratitude of ECMCS for the large flag courtesy of the I'On Trust. Things seem to be going well with the carpooling. A/C unit covers on the new learning cottages were to be completed by

the end of the week; canopies over the deck are still needed, and staining of the deck remains to be completed.

ECMCS successfully participated in the I'On Community Yard Sale on October 1st.

They are beginning to look at the permanent bump out and parking. Once the new entrance off Mathis Ferry is completed, they will re-stripe the parking spaces and go back to the Town.

It should be noted that the new entrance off Mathis Ferry Road is primarily for the benefit of the I'On Club and Civitas and not for the benefit of the Montessori School.

Community residents need to be informed via the Newsletter that the new entrance will NOT relieve school traffic on Civitas or Ponsbury. Residents on Civitas and Ponsbury should receive individual letters that school traffic will remain the same.

8. I'On Club update: (None.)
9. Scheduling of Next Meeting: The next meeting will be **Tuesday, February 21, 2012, at 11:00 a.m.** in the Conference Room above I'On Realty. *(Quarterly meetings will follow in April, July, October, 2012)*

The Website Team and Communications Chair met again on October 13, 2011, with Kevin Gorsline, website consultant, to obtain feedback on a prototype website and further discuss ways to enhance the community website to reach a larger demographic of the community, including the use of social media. Currently, only 20-25% of the residents access the website to download the monthly Newsletter, and about 20% of the residents access the website periodically. We have e-mail addresses for 80-85% of the neighborhood which are used to send out e-mail notices and/or announcements, as well as notify residents when the next Newsletter is available for download. The website is the official communication vehicle for the community, so it is of paramount importance that systems are developed to increase community awareness. Based on the discussion and input of the team, a Proposal to Revitalize the Website with a budget request will be presented at the October HOA Board Meeting.

The possibility of setting up Public Wi-Fi Hotspots at several locations in the neighborhood was also discussed, and the cost of installation/maintenance will be researched further.

LaVon McNaughton
Communications Committee Chair

l'On Compliance /External Relations Committee

During our first Compliance/External Relations Committee Meeting we discussed the following:

Identified the need for the Compliance/External Relations Committee:

- Gather issues & concerns of the community
- Identify standards of the community
- Clarification about Committee's authority within the community
- Identified the specific purpose of Compliance/External Relations Committee

Compliance- Identified Compliance as addressing issues concerning covenants, conditions, restrictions in l'On as laid out in governing documents and resolving issues as they arise.

- It is important to know how to help homeowners understand and comply with established rules.
- Need to print standards for the community so everyone is informed
- Be clear about Committee's authority
- Offer suggestions if neighbors are struggling to maintain their property
- Communicate guidelines and solutions for parking boats, trailers and RV's - a Community Culture- apply some order to the community
- Communicate enforcement-system of fines can be initiated
- Communicate the system of fines if a homeowner chooses to disregard remedies that are suggested
- Set up a Mediation Team consisting of two to three members to offer a path to resolve issues

External Relations- A new position that reaches outside the community to develop good working relations with the Town of Mount Pleasant and other areas outside the community.

- Need to work with Police and Fire Department to build a collaborative spirit and working relationship and keep lines of communication open.
- Need to work closely with Town council Members to understand need and concerns of the community
- Need to work with other Board Members of neighboring communities to share best practices to maintain the beauty and tranquility of our community

Phyllis Sheffer's initial area of focus will be to work with the Fire chief, Police Chief and Members of Town Council to help build strong communication and offer feedback for important issues regarding the community.

Dianna Rae's initial focus is to form the Mediation Team and to focus on maintenance of residents' property. She will review the standards on home maintenance according to the governing documents and meet with Jane Gottshalk (AMCS) in an effort to determine which standards are enforceable

Bill Settlemyer's initial area of focus will be the standards and rules of compliance in the governing document. Bill will draft standards and rules from the governing documents to use for the newsletter. This information will raise the level of awareness so homeowners are aware of their responsibilities.

Dianna and Bill will work together to suggest ways to maintain quality of life in the community and strike a balance. Identify problems and/or opportunities for improvement, prepare an Annual Report to focus on opportunities, improvements and current conditions.

Kevin Gorsline is the Neighborhood Watch Coordinator and will also be responsible for securing quotes for any security equipment used in the community. He will work closely with the Private Security Company and make recommendations for any improvement, maintenance, or cost/benefit analysis for any additional equipment. Kevin will also determine if insurance rates can be reduced by installing security cameras. Kevin will continue to work with the Neighborhood Watch Team and The Mount Pleasant Police and Fire Department to help make the community a safer place and to communicate areas of concern regarding home safety.

LaVon McNaughton's area of focus are communications and keeping the minutes of the meetings. She will also help people understand why the Community is designed as it is. Build a monthly Newsletter (via e-mail, one page long) to send out "Tips" reminding residents of property maintenance guidelines and other informative issues (Bill, Kevin and Barb Fry will also be involved in this)

The Compliance/External Relations Committee will meet once a month on the first Friday of every month, where feasible. Meetings are in the I'On Conference Room.