I'On Board of Trustees Meeting
March 27, 2014

Members Present: Deborah Bedell, Tony Woody, Martha Morgan, Tom O'Brien, Stephen Wood, Bob Davis, Anne Register and Chad Besenfelder

SCS: Mike Parades and Jessica Gosnell

Guests: Amy Sage and Dave Rosengren

Homeowner Forum: No comments

Call to Order: 6:10 PM
Motion to approve the February 27, 2014, Board Meeting Minutes. Motion seconded. All in favor. Motion passed.

I'On Trust Report:
Amy Sage reported that Fred McIntyre is now officially the new Vice President of the I'On Trust. Amy also reported that the Trust was able to get a permit to formally close W. Shipyard for the Bridge Run concert. She mentioned that the Town of Mt. Pleasant required the Trust to obtain signatures of homeowners that the street closing would affect. Amy noted that the Celtic Concert was a great success.

Amenities Report:
Motion to approve Boat and Dock Use Policy. Motion seconded.

Tom reported the following changes made to the policy, based on the input he received from the board.
-added the statement that I'On Assembly reserves the right to tow any boat
-amount of time someone can leave boat changed from 72 hours to 48 hours
-added the word "decals" where it states decals must be properly displayed on boats and trailers

Tony asked if there is another way to word the time limit rule to help overcome the creative person who tries to untie their boat briefly and then comes back to tie up again for another 48 hours. Decision made to update the rule if and when instances such as this begin to occur.

Deborah commented that under the lease of the Creek Club, the Assembly is required to have courtesy rules during wedding parties at the Creek Club. Deborah proposed and the board agreed that the Policy needs to match the terms of the lease and state that boaters must be respectful of scheduled events at the Creek Club.

Deborah inquired, aside from towing boats, what enforcement options exist for violations. Tom replied that we could remove decals from boats and trailers thus revoking their right to use the dock and ramp.

Tom confirmed that the Management Company will be responsible for administering the decals, keys, etc. for the boat ramps. Boaters will be required to submit proof of residency, proof of insurance, and boat registration in order to receive a decal. They will also have to sign, thereby agreeing to comply with the dock and boat ramp policy. Olde Park/I'On Club members will be required to also submit proof that they are residents of Olde Park as well as members of the I'On Club in order to obtain boat and trailer decals.

The Board agreed to assess an annual fee of $50 for those registering boats and getting keys. Other operating costs relating to dock and ramp ownership will be spread across all owners through annual dues.

Tom explained that the rule prohibiting live-aboards means that you may dock a boat that is a live-aboard, and tie up for the afternoon, but you may not actually spend the night onboard the vessel. Decision made to amend Rule 5 to read live-aboards are not permitted to dock overnight.

Comments were made that Rule 6 reads as though you cannot park in the parking lot or on Saturday Road, but can park on any other road other than Saturday. Proposal made to revise the rule to read that boaters may not park their boat trailers in the parking lot or on any I'On roads.

Tom explained a copy of the rules will be provided to each boat owner that comes in for a decal and the rules will also be posted at each of the docks.

Motion made to approve amended Boat and Dock Use Policy. Vote taken. All in favor. Policy approved.

Mike will have a target date of April 15th to issue keys and decals.

Tom reported that I'On Assembly will have to create its own logo, as the I'On Company does not want the Assembly using its logo for any purposes. Since a logo is needed for business stationery, but there is no budget for paying for logo design, the decision was made to try a neighborhood contest for a logo concept, offer a $250 prize, and announce the contest in the upcoming newsletter. Tom announced that once we have our own logo we will revisit creating I'On-branded merchandise.

Landscape Report:
Dave Rosengren reported on the current tree project at Perseverance Park. He confirmed that after a consultation with an arborist they identified eight trees for removal, all of which are either dead, or in a deep state of decline. The remaining 24 trees will be excavated to remove the wire baskets from the root ball. The work is expected to be completed by the end April. Dave requested that an e-blast be sent out and announcement posted on the website regarding the tree project at Perseverance Park when it begins.

Deborah raised a question on the toxicity of various chemicals being sprayed by Lawn-O-Green. Mike reported that LOG will begin placing flags out when they are spraying toxic chemicals. The decision was made to put this info on the website whenever LOG alerts Mike that they are spraying toxic chemicals.

The question was raised whether the Assembly is responsible for mosquito spraying. The Assembly does not spray for mosquitoes as the county sprays for these pests.

Mike advised that he has contacted Lawn-O-Green and requested that they ensure their employees are properly trained and supervised as there have been instances where LOG employees were not following policy and in one case running lines across the street creating a dangerous situation.

Infrastructure Report:
Tony reported that redoing the crosswalks will depend on funding and currently there is no money for crosswalks in the budget. This project would need to come out of the reserves if the Assembly decides to move on this. It is noted that the neighborhood is in need of a crosswalk in the square.

Tony reported they are going to replace the flagpole at the entrance of the neighborhood this year. The town owns the area where flagpole is located; however the Assembly is responsible for maintenance of the flagpole. The board needs to elect whether to replace the current flagpole with a wooden or aluminum model. Chad mentioned that there were a lot of early traditions and ceremonies based around the current flagpole, so it would be meaningful to keep a wooden flagpole. Replacement funds are available.

Tony will bring aluminum and wooden flag pole proposals to the April board meeting.

Treasurer Report:
As requested, Mike created a more concise report for the board since they do not need to review the details to repeat the work that the finance committee already provides.

Stephen raised a question on the income statement's IDC revenues requesting that the deposits and fees be separated since the deposits are refunded and not true income.

Deborah suggested separating outside professional fees like accounting and legal counsel and not including them in administrative costs.

Mike responded that he can also provide the transfer fee income separately and make this as well as other suggested changes to next month's report.

Anne requested that the delinquency report include the exact number of delinquent homeowners in next month's report. She reported the total amount owed on delinquent accounts is roughly $66,000 (late fees and interest included) not counting what was written off last year.

Covenants Reports:
Bob briefed the board on the first organizational meeting of the Covenants Committee and Board of Appeals. He said the Covenants Committee will be meeting several times a month in order to get started on the backlog of covenant issues that are currently on hand. Bob said committee members will be discussing their top priorities, how they will communicate the committee's existence to the neighborhood, and recusal guidelines for situations where a committee member may have a conflict of interest. The Board of Appeals will meet less frequently on an as needed basis.

The Covenants Committee Charter was amended to read that only Titleholders may serve on the committee. Therefore, Mike will be an advisor to the committee, which opened a spot for one more member.

Motion to approve the amended Covenants Committee Charter. Motion seconded. All in favor. Motion passed.

Motion to appoint Linda Rinaldi to the Covenants Committee and ratify any and all actions that she has taken thus far on the Committee. Motion seconded. All in favor. Motion passed.

IDC Report:
Stephen reported that starting in April the IDC committee will meet twice a month, the first and third Tuesday of each month.

Stephen mentioned the monthly report shows what is coming in from the IDC fees and deposits. He reported that the revenue is currently covering the costs of the IDC.

Most things the IDC is reviewing are related to changes to existing structures, and Stephen believed this will continue to be the nature of what the IDC is handling. Part of this includes substantial landscaping requests; therefore the IDC would like to add a new member to their committee who is an expert with this particular background. Stephen interviewed Stephanie Holland for the position. Stephanie has background with city planning in Greenville and is currently doing landscape design.

Motion to appoint Stephanie Holland as the new member of IDC effective in April 1st. Motion seconded. All in favor. Motion passed.

One of the designers on the IDC committee, Marty Schulken, will not be able to continue and will need to be replaced. An inquiry was sent out to several qualified individuals to assess their interest in joining the committee. IDC is currently waiting to hear back from them. Regardless, since Stephanie is now on the committee, there will be at least three voting members if someone steps out or cannot vote.

Stephen also confirmed that the IDC now requires that anyone on the committee who has plans before the IDC must recuse him or herself from discussion and voting.

Deborah asked if we charge deposits on anything other than new home construction. Stephen replied that deposits are required for additions such as ADUs, garages, etc. No deposits are required on minor improvements such as painting and fences.

Stephen announced that the IDC has been discussing, and will vote at its next meeting on how to penalize homeowners who start projects without IDC approval. The committee will be considering doubling the submittal fee in such cases. Stephen asked for comments on this proposal. Chad commented that with so many new homeowners moving in, they may genuinely not know about the IDC regulations even though they are supposed to. Deborah recommended that the IDC make the policy discretionary.

Stephen learned from the Town of Mt. Pleasant that of all of the approved ADUs in Mt. Pleasant, 31% of them are located in I'On. The parking issue is the biggest problem created by ADUs. Both the Town and I'On require one additional off street parking spot for an ADU, and in some cases there is insufficient space to put a parking spot. Chad noted that 9 x 18 is the Town's recommended size for off street parking.

Communications Report: Nothing to report.

Secretary Report:
Martha asks for a vote on the new Annual Board Transition Policy. This policy is to help facilitate communication going from one board to the next. The purpose is to assure project continuity and minimize the loss of prior board's efforts.

Motion to approve the Annual Board Transition Policy. Motion Seconded. All in favor. Motion passed.

President Report:
Motion to appoint Deborah Bedell, Tony Woody, Bob Davis, Chad Besenfelder, and Anne Register to the Risk Management task force. Motion seconded.

Deborah explained that the Risk Management task force is a temporary group assigned to investigate and recommend our insurance needs.

All in favor. Motion passed.

Deborah asked the board if they would like to send a board member to the annual CAI conference. The purpose would be to see how other communities manage and run themselves to gain a broader perspective on issues that I'On faces. CAI is the national organization of HOAs and because of our uniqueness, going to a state level conference would not provide the access to enough HOAs similar to I'On. We have IDC, the boat docks, developer property transfers and staffing issues.

Discussion ended with the consensus that it would be valuable to the board to send someone, particularly someone that would be on the board for the next year.

Motion to send a board member to CAI conference. Motion seconded. All in favor. Motion passed.

Manager Report:
Mike reports that he is going to draft an article for the newsletter about yard debris. Mike wants to remind homeowners if they have hired a landscape contractor, then the contractors are required to haul away their debris.

There being no further business, the meeting was adjourned at 7:56 PM.

Board Secretary: Martha Morgan

I'On Assembly, Inc.
Boat and Dock Use Policy
March 2014

THE I'ON DOCKS AND RAMP ARE FOR THE USE OF AUTHORIZED USERS WITH PROPER DECAL. THESE RULES APPLY TO ALL I'ON COMMUNITY DOCKS.

1. Gate keys and decals will be distributed annually with proof of ownership, insurance and boat registration. Decals must be properly displayed on all boats and trailers.
2. Boat ramp chain must be locked after each use of the boat ramp
3. Keys to the ramp are not to be copied or loaned out.
4. Boats must not be left tied to docks more than 48 hours.
5. Users must observe posted dock closings.
6. Live Aboards (boats with kitchen, sleeping and bathroom facilities) are not permitted to dock overnight.
7. Boat trailers may not park in the parking lot.
8. Discharging oil, bilge water, etc. is prohibited while docked.
9. Discharging marine heads is prohibited while docked.
10. Garbage and trash must be bagged and removed from premises.
11. Major repairs involving outfitting/refitting of vessels while docked is prohibited.
12. Swimming and diving from the docks is at your own risk.
13. Fishing from the docks is permitted, although cleaning of fish is prohibited.
14. **Charter boat operations are NOT allowed at the docks.**

THE I'ON ASSEMBLY RESERVES THE RIGHT TO REFUSE DOCK SPACE TO ANY VESSEL DEEMED TO BE IN UNSAFE CONDITION.

IT MAY BE NECESSARY TO CLOSE THE BOAT RAMP AND DOCKS WITHOUT NOTICE FOR REQUIRED MAINTENANCE AND/OR CONSTRUCTION.

THE I'ON ASSEMBLY IS NOT RESPONSIBLE FOR ANY LOSS OR DAMAGE CAUSED BY VANDALISM,THEFT OR RAFTING OF BOATS. OWNERS ARE RESPONSIBLE AT ALL TIMES FOR THE SECURITY OF THEIR VESSEL.

THE USE OF DOCK SPACE IS AT THE SOLE RISK OF THE BOAT OWNER. THE I'ON ASSEMBLY SHALL NOT BE LIABLE FOR THE CARE AND PROTECTION OF ANY VESSEL, ITS APPURTENANCES OR CONTENTS. THE I'ON ASSEMBLY SHALL NOT BE RESPONSIBLE FOR INJURIES TO OWNERS OR THEIR GUESTS OCCURRING ON OR AROUND THE DOCKS.

PLEASE BE COURTEOUS IN YOUR USE OF THE DOCKS, RAMP AND BE RESPECTFUL OF SCHEDULED EVENTS AT THE CREEK CLUB.

WE RESERVE THE RIGHT TO TOW ANY BOAT/TRAILER IN VIOLATION AT THE OWNER'S EXPENSE AND WITH NO LIABILITY TO THE I'ON ASSEMBLY, INC.

IMPORTANT PHONE NUMBERS:
CHARLESTON COUNTY EMERGENCY PREPAREDNESS (843) 740-6400
POLICE/FIRE/AMBULANCE 911
U.S. COAST GUARD (843) 723-7616 OR (843) 723-9378
I'ON ASSEMBLY, INC. (843) 388-7547

I'ON ANNUAL BOARD TRANSITION POLICY

2 WEEKS BEFORE ELECTION

- Retiring board members hand in orientation books (to update for new members)

ELECTION NIGHT

- Book Executive Session for orientation including nominations for positions

ONE DAY AFTER ELECTION

- Manager emails new board member pkg.
  - Annual meeting/report preliminary schedule
  - Job descriptions /responsibilities for officer, chair and liaison positions
  - Conflict of Interest and code of ethics for board members
  - Specifics in I'On governing docs pertaining to the board
  - Bylaws: Article III & IV & V and any amendments
  - Covenants, Conditions & Restrictions: Art. II ---102 Organization & Operations of the Assembly; Art. III ---102, 103. Rulemaking Authority and Procedures; Art. IV--- 102 IDC. Art VI ---104 Damage to Commons; Art. IX ---104 Assembly Related Rights and Obligations.
  - Board Policies
  - Elaine Fowler's 'Governance: Common Pitfalls and Best Practices"

WITHIN 10 DAYS AFTER ELECTIONS

- Executive Session Orientation Meeting
  - Sign Conflict of Interest policy.
  - Overview of Fiduciary Responsibility
    - Function and hierarchy of HOA governing docs
    - Homeowners' rights and responsibilities
    - How the courts interpret fiduciary responsibility
  - Nomination of officers, committee chairs and liaisons.
  - Outline lines of communications w Mgr., Atty., TOMP, bulletin board policy.
  - Distribute hard copy of governing documents including parliamentary procedures for monthly board meetings.
  - Live view of website board logins, searching archives and specific board features. Show CAI access.

WITHIN 1 WEEK AFTER ORIENTATION/POSITION SELECTIONS ARE DONE

- Prior board members meet with new counterpart officer and/or committee chairs/liaisons.
  - Status summary on current projects
  - Update on committee members
  - Outstanding issues which need to be addressed
  - Brainstorm for future
  - Prior Bd. President hand over of the attorney---client privileged file.

FIRST BOARD MEETING

- Vote to confirm officers, committee chairs and liaisons
- Vote to confirm monthly meeting schedule

This is to certify that the Board of Directors adopted this resolution effective **March 27, 2014** until such date as it may be modified, rescinded or revoked.