I'On Assembly Board of Trustees Meeting

September 16, 2024 Board Meeting Minutes

Members Present: Tom O'Brien, Lon Waggoner, Roy Rathbun, Stephen Wood, Donna Davis, and Bob Adams

Absent: Julie Hussey

Management Company: Emily Simpson & Mary James

Homeowner Forum:

Ed Clem, 167 East Shipyard; BJ & Joe Barnes, 27 Mobile; Karen Rathbun, 30 Mises and Dick Bondy, 107 Civitas.

Ed Clem joined the meeting expressing concerns regarding a property that appears to be doing short term rentals. The management team will look into this and reach out to the owners to remind them of the short-term rental rule.

Joe Barnes shared his concerns surrounding the proportions of the new columns at the amphitheater. He stated that from an engineer's standpoint, he believes they are too skinny and noted that they should be at least 16 inches in diameter. He also shared concerns regarding the proportions of where the tapering occurs.

Leah Lindemuth was not able to attend the meeting in person but on September 16, 2024 submitted the below to the Board to be included in the meeting minutes.

Getting to the point, regarding the amphitheater rebuild. So far the structure looks great, thank you all for your hard work on the much needed, long awaited repairs.

I understand that there was a Board vote to approve the design which adds a tabby concrete surface. That said, with regard to the tabby surface, I would like to request that the Board re-assess the overall need for and/or the overall aesthetic quality. It is understood from the August 19th Board Meeting Minutes that there was a review of the overall size of the tabby concrete surface and it was reduced by 5 feet in order to accommodate tents.

Therefore, at this time my concern is:

Eliminating green space from our community. Our community is densely developed. I would ask that we, as a community, be very certain that it is necessary and appropriate to remove valuable green space that is used on a daily basis by residents, particularly children and replace it with a hardscape surface.

Therefore, is there an opportunity to re-evaluate prior to demo. Thank you in advance for your thoughtful consideration.

Call to Order: 6:01PM by Tom O'Brien

Approval of Minutes:

Bob made a motion to approve the August 19, 2024 I'On Assembly Meeting Minutes. Roy Seconded. All in favor. Motion passed unanimously.

President's Report:

I'On at Home has submitted a request to hold a Fall Festival. It should be noted that it will involve closing a section of alley along Ionsborough. However, emergency vehicles will still be able to pass through. The festival will be held on October 4th with a rain date of October 11th from 5:30pm to 8:30pm.

Bob made a motion to approve the request from I'On at Home to hold a Fall Festival. Roy Seconded. All in favor. Motion passed unanimously.

Tom went on to discuss the renewal of the management contract with Ravenel Associates stating that he and Bob have reviewed it thoroughly. Tom asked Emily and Mary if they were satisfied with the equipment that Ravenel provides. Management responded that they are pleased with their services. Stephen inquired what the proposed salary increase would be. There would be a 6 percent increase for Emily, a 5 percent increase for Mary, and Kristine would have an increase to her hourly rate. Tom also stated that this increase is based off a regional and national basis for property managers.

Roy made a motion to approve the renewal of the management contract with Ravenel Associates. Lon Seconded. All in favor. Motion passed unanimously.

It was noted that in executive session, the Board thoroughly discussed a compensation policy to follow in the future. Below is Tom O'Brien's compensation philosophy.

I’On HOA compensation philosophy

Approach

Fair, Equitable, Transparent

Get the data

- Search for best available peer relative comparisons for similar roles ideally in the same geographical area. Use national comp data as a backup

Align on a compensation philosophy

- I have always preferred to target base compensation and total benefits at the 50% peer median level with bonus options that could move towards the 75% median based on successful delivery against incentive measures.

Review results vs goals and determine incentive payout

- Goals should be set at the beginning of each year and assessed close to the end of each year.

Stay current

- Ideally update the comp peer analysis on a annual basis, especially during periods of increased inflation

Amenity Report:

Donna focused her report on addressing the playgrounds and clarifying some concerns that were brought to the Board’s attention at the last meeting. She provided some background explaining that a member of the finance committee suggested reaching out to Just for Fun Playgrounds as they have recently installed a new playground at Stono Ferry and O’Quinn. Donna and Emily met with the company at the Ramble Playground and were pleased with both their cost efficiency and quality of work and experience and shared the information and proposal with the subcommittee. It was noted that the contractor for Just for Fun

Playgrounds is also a certified playground inspector. Just for Fun uses mixed metals and wood elements and does not recommend using rubber in Charleston due to the hot climate. It should be noted that wood chips will not be used but rather wood like fiber like O'Quinn's playground. A resident raised concerns regarding the installation of monkey bars due to the risk of injury. Due to this concern, it was decided that monkey bars will no longer be installed but rather would like to replace them with lily pads that are closer to the ground and would also be a safer alternative. Donna stated that the cost for this addition will be $1,044. Lastly, it was noted that the Ramble Playground is geared towards children ages 5-12. Donna asked if signage could be added at the playgrounds defining the age groups and including a note for parental supervision.

Donna made a motion to approve spending an additional $1,044 on the Ramble Playground for the addition of lily pads. Tom Seconded. All in favor. Motion passed unanimously.

Lastly, Donna touched on the footprint of the concrete tabby planned for the amphitheater. Emily relayed that they are marking it out tomorrow so we can see the layout. The Trust will be contributing $30,000 for this portion of the project.

Treasurer Report:

Bob first relayed that Johann has resigned from the Finance Committee so we are actively looking for committee members, specifically in the age range of 40-55 years old. The hope is for these members to have financial backgrounds and be able to read balance sheets, monthly bank/brokerage statements and annual budget documents.

The dashboard is tracking along well. The reserve fund expenses were paid this month and are right on target. It was noted that there are currently 14 homes on the market and 3 are contingent.

Bob went on to recommend the approval of the 2025 operating budget. He pointed out that one line item of the budget relating to the number of professionals on the IDC does not have a definite recommendation from the committee. Tom asked about the interest income. Bob responded that the committee is trying to be conservative on the number. Emily noted that the insurance number went down because we budgeted more than we thought this year. Roy asked about the income tax liability. This is because we collect interest from T bills and CDs. It should be noted that with this budget, there would be no assessment increase for 2025. Bob went on to discuss the IDC consultant topic relaying the sole issue being the number of paid professionals on the IDC and whether or not they are necessary or reasonably needed under the current situation in I'On. The committee and Stephen Wood all agree that the number of paid professionals could be reduced from 4 to either 3 or 2 paid professionals. Stephen stated that he is comfortable with keeping 2 structural architects on the IDC due to the nature of their position and also the unique nature of our community. He also relayed that he is comfortable going down to 1 paid landscaping architect. He noted that there are many master gardeners in the community but it is important to have at least 1 landscape consultant due to drainage concerns, etc.

Stephen and Bob recommend three paid consultants, two structural and one landscape architect, and substitute the 5th homeowner. This homeowner would have an understanding and appreciation of landscape design or a master gardener. Ultimately, it was decided to reduce this line item to 3 paid professionals.

Stephen made a motion for 3 paid IDC professionals for the fiscal year 2025. Bob Seconded. All in favor. Motion passed unanimously.

Bob made a motion to approve the 2025 operating budget. Stephen Seconded. All in favor. Motion passed unanimously.

Landscape and Infrastructure Report:

Roy reported that there are 3 items the landscape committee need to be voted on. It should be noted that all 3 are reserve expenditures.

The first item is a proposal from Ruppert to top-dress the paths along Perseverance Park. This proposal will also include pressure washing of all hardscaping. It was noted that the committee is working on a master plan for Perseverance Park and will be making revisions and enhancements to the prior plan.

Roy made a motion to approve the proposal from Ruppert for topdressing Perseverance Park. Tom Seconded. All in favor. Motion passed unanimously.

The second item is a proposal from Ruppert for marsh trail pruning. This is the second phase of the marsh trail rejuvenation specifically for the pruning of vegetation along the path. Members of committee will tag the landscaping that needs to be trimmed/removed. It was noted that the Reserve Study reflected spending $150,000 for this project which included the roots and the pruning. This proposal will be just over $67,000 so are spending about half of what was initially set aside for this project.

Roy made a motion to approve the proposal from Ruppert for the pruning of the marsh trail. Tom Seconded. All in favor. Motion passed unanimously.

The last item is a proposal from JGT for bulkhead replacement services. The total is $58,650. This includes planning and engineering of the new wall, managing the bidding process, and administering the construction efforts. The Town of Mt. Pleasant and JGT will be meeting and asking for their input and comments due to proximity to the streets. At this time, we will not be requesting funding from the TOMP and will be more of a preliminary conversation.

Roy made a motion to approve the proposal from JGT for bulkhead replacement services. Bob Seconded. All in favor. Motion passed unanimously.

Roy went on to touch on items that have been completed since the last Board meeting which can be found in the Board packet.

Lastly, Ruppert has proposed a 3-year contract with a 3 percent increase for 2025, zero for 2026, and an additional 3 percent for 2027. They will be revising the portion of the contract as requested. Roy will look at the final version and ask if anyone else would like to take a look. Tom offered to review the contract as well.

Covenants Report:

Lon made a motion to approve the fining of a property as discussed in executive session. Roy Seconded. All in favor. Motion passed unanimously.

Lon relayed that the Board of Appeals will be hearing an appeal from a covenants violation. It was noted that this is the first covenants appeal that has been heard by the appeal board in quite some time.

IDC Liaison Report:

Stephen relayed that he will draft a note regarding looking for a homeowner with landscape expertise to join the IDC Committee and will send to the newsletter editor for the October edition of Living in I'On.

Communications Committee:

No formal report.

Secretary:

No Report

Other Business:

There being no further business to come before the Board of Trustees, the meeting adjourned at 6:48pm. The next meeting will be held on October 29, 2024 at 6:00PM.

Respectfully submitted by____________________
Julie Hussey, Board Secretary