

Irish Creek Section 2 Owners' Association, Inc.
Board of Directors Meeting Minutes

March 22, 2021

Location – virtually via GoToMeeting

Meeting called to order at 5:31 pm with all 7 Directors present. Those in attendance included Gayle Smith, Jerauld Pafford, Karen Chiancone, Kristin Mitcham, Nick Mooney, Scott Harris, and Scott McCann, as well as Chelsey Bennett (Community Association Manager).

Officers were elected as follows:

- President: Jerauld Pafford
- Vice President: Gayle Smith
- Secretary: Kristin Mitcham
- Treasurer: Scott McCann

Directors terms were voted to remain at one year and not staggered.

Minutes from previous Board meeting were not available for review or approval.

Financial reports as of February 28, 2021 were reviewed. Results from March inspection were discussed – letters to be mailed to owners as needed.

Architectural review for house plans at _____ were reviewed and approved as submitted; Scott Harris provided brick color from builder over the phone (reddish brick).

Collections policy was reviewed; process to begin once account reaches a balance of two years delinquent with RPM sending a demand letter before turning over to an attorney to pursue Claim of Lien and foreclosure, if needed. Board voted to approve to proceed with Jordan Price Law Offices for collections.

Suggestion from RPM to have Rules and Regulations reviewed by an attorney. Boards decided to not have reviewed; only change to be made is verbiage regarding trash can storage.

Meeting dates for 2021 were tentatively scheduled as June 21, October 25, and December 20, at 5:30. Location to be at Russell Property management and/or virtually.

Meeting adjourned at 6:25 pm.

Irish Creek Section 2 Owners' Association, Inc.
Board Meeting Minutes

June 21, 2021

Location: Russell Property Management

Meeting called to order at 5:35 pm.

Quorum established with five of seven Board members in attendance. Those in attendance were Gayle Smith, Karen Chiancone (via phone), Nick Mooney, Scott Harris, and Scott McCann, as well as Chelsey Bennett (Community Association Manager). Those absent included Jerauld Pafford and Kristin Mitcham.

Minutes from March 22, 2021 Board meeting were reviewed and approved as submitted. Motion made by Nick M, 2nd by Gayle S, all approved.

Financial reports as of May 31, 2021 were reviewed.

Below accounts were reviewed and voted on regarding foreclosure status. Motion made by Scott M., 2nd by Nick M, all approved.

- , proceed with foreclosure now (intent letter already sent, no response)
- , if no payment or response received after intent letter, proceed with foreclosure
- , if no payment or response received after intent letter, proceed with foreclosure
- , if no payment or response received after intent letter, proceed with foreclosure
- , proceed with foreclosure now (intent letter already sent, no response)

Demand letter to sent to as balance is now 2 years delinquent.

Late fee of \$25 per month to be added to any account with a due assessment balance after June 1.

Board agreed to remove \$50 of late fees on account as dues assessment was paid in full prior to management switch.

June inspection results reviewed. Letters to mailed to homeowners as needed. Board would only like to send quarterly letters. If a violation remains open for the second inspection, notice of hearing to be sent.

Owner of submitted plans and specifications for adding a pool in the back yard. All Board members present approved as submitted.

Verbal contract agreement with Bryan Smith Landscaping was in place with prior management company. Board has agreed to not make any changes. Note – Bryan Smith Landscaping will send one yearly invoice for services, Board agreed to proceed with payment one time per year. Board is requesting seasonal flowers in the entrance island in the spring and fall.

Board requested reminder be sent to all homeowners regarding picking up dog poop.

Meeting adjourned at 6:03 pm.

Irish Creek Section 2 Owners' Association Inc.
Board of Directors Meeting Minutes

October 25, 2021

Location: Russell Property Management

Meeting called to order at 5:33 pm.

Quorum was established with all seven Directors present. Those present included Jerauld Pafford (President), Gayle Smith (Vice President), Kristin Mitcham (Secretary), Scott McCann (Treasurer), Brad Davies*, Nick Mooney, and Scott Harris, as well as Chelsey Bennett (Community Association Manager).

*Brad Davies was appointed via to fill the remainder of Karen Chiancone, who sold her property and moved out of the neighborhood.

Owner of _____, submitted plans and specifications for an outbuilding to be installed in the rear yard. The Board reviewed via email and denied the request as submitted;

outbuilding request was denied for the following reasons:

-exterior design is not harmony to surrounding structures

- outbuilding is being constructed off-site and would be considered a temporary structure if brought to the Lot

Mr. Jacobson attended the meeting to discuss with the Board members directly regarding their denial of the request. After Mr. Jacobson left the meeting, motion made to deny request (confirming email vote) – all approved motion.

Violation hearing held for _____ regarding weeds / weedy vines growing onto residence and not being maintained. Motion made to assess a fine of \$100 per day until violation is corrected – 6 approve, 0 deny, 1 abstain.

Minutes from June 21, 2021 Board meeting were reviewed and approved as submitted.

Financial reports as of September 30, 2021 were reviewed.

Landscaping contract was reviewed. Board members did not approve to make any changes to the current situation (shared verbal contract with Section 1 for Bryan Smith Landscaping).

Discussion was had regarding violation specifics and comparison to the governing documents, in particular the Covenants. Motion made to obtain estimate from Jordan Price Law Firm, Ward & Smith, and Law Firms Carolina to have Rules and Regulations reviewed for proper enforcement. Board will review estimates via email. – 6 approve, 0 deny, 1 abstain. Board agreed to send Notice of Hearing letters for violations such as missing shutters, damaged header on garage, using the Nuisance section of the Covenants. Chelsey Bennett advised against using the Nuisance clause due to the vague nature of the language and per guidance from trainings/webinars.

Architectural standards were reviewed, an edited version will be emailed to Board members for approval. Board did not want to pursue a separate Architectural Review Committee for future requests; Board members will still be held responsible for all architectural reviews.

Annual meeting preparations included the following:

- Tentatively scheduled for Tuesday, January 11 at 7:00. Scott McCann to contact Peace Presbyterian Church regarding room rental.
- Proposed 2022 budget accepted by the Board; will be included with annual meeting packet for ratification by the members. No dues assessment increase; will remain at \$150 per year. Dues assessment to be posted to accounts on March 1, 2022 and will be considered late as of June 1. Late fee will be \$20.00 per month.
- All current Board members will be at the end of their term; all but Kristin Mitchell are willing to be represented on the ballot for re-election. Margaret Kerr will be the seventh member on the ballot; nomination may also be received from the floor at the annual meeting.

Meeting adjourned 7:35 pm.

Next Board meeting is currently scheduled for Monday, December 20, 5:30 at Russell Property Management.