

**Approved Minutes of Board Meeting**  
**Rose Dhu Creek Plantation Property Owners Association**  
**A Corporation Not-for-Profit**  
September 14, 2016

The meeting of the Board of Directors was held on the date, time and at the place set forth in the notice of meeting dated September 14, 2016 as listed on the RDC web site.

Board Members Present:    Absent: none  
Fred Wallace  
John Pitman  
Diane Doughty  
Joan Pierce  
Greg Van Zandt

Property Owners: Amy McIheney

Note: Action items are noted in **bold** type.

1. Call to Order

The meeting was called to order at 4:32 by F. Wallace.

2. Approval of August Minutes

August meeting minutes were reviewed and approved by a motion made by Fred and second by Joan. A vote was taken and the motion passed.

3. Financial report

The August financial report was present by G. VanZandt as prepared by CRC our Financial Services.

As of the end of August the following balances are reported at Coastal States Bank:

- Operating Account: \$67,749
- ARB and Builder Compliance Deposits: \$87,882
- Capital Account: \$127,747

We billed 113 properties for 2016 Annual assessments for a total of \$210,350 and as of September 12, 2016, all but 3 have paid their assessments in full and 1 that opted for the payment plan that have not paid. The \$210,350 is set as prepaid assessments on the balance sheet and we will recognize \$17,529 each month as Regime/Assessments Income. The balance at the end of August in the prepaid account is \$70,118.

We finished the month of August with a positive variance of \$2,187 and YTD negative variance of \$14,035.

The projects for August included completion of both the rear entrance landscape lighting project and the webpage design and development project.

Discussion ensued relative to the 4 outstanding annual property owner fees. Fred is in contract with all four and expects to collect all but one by next month's Board meeting. The fourth

property owner has been very difficult to contact as their phone number has been disconnected and their address changed with no forwarding address. Another letter will be sent with hopes it will be forwarded. If it is returned the situation will be turned over to the RDC legal counsel for further action.

A motion made by Joan and second by Diane to approve the August financial report . A vote was taken and the motion passed.

#### 4. Safety Committee Report;

A special meeting of the Rose Dhu Creek Safety Committee was held at 3 pm – 4 pm on August 26, 2016. Tom reviewed the current thinking / objectives of the RDC Safety Committee and activities regarding road safety and fencing, which included:

- Speed bumps
- Stop signs
- Beware of alligators signs
- Perimeter fencing

Lt. Chandler indicated that the Bluffton police department has very few calls to Rose Dhu Creek. They patrol frequently because they enjoy driving through the community.

Discussion items included:

- Speed bumps are effective but a concern for emergency vehicles. Spacing was suggested as 150ft.
- No concerns changing stop signs from street to trail. Safer to have stop sign at trail.
- No suggested speed limit. Because there are no sidewalks, children use streets routinely.
- Best way to control speed is to have people watch. See something / say something. Signs tend to be ignored after a period of time.
- Collect data and share with the community. The more data we can collect the better.
- Repair perimeter fencing. Important – install trail camera, if necessary. Schedule community walks to routinely monitor perimeter fence. This may also be used to identify other safety improvement opportunities.
- Call the Bluffton Police for:
  - o Aggressive alligators.
  - o Extra patrols, if home owners are traveling and house is vacant
  - o Presentation at community meetings
  - o Information on emergency management (Scott to provide specific information)
- Use Nextdoor for community bulletins
- Tom will arrange with Lt. Chandler to borrow the Town's radar speed sign temporarily the second half of October for use on RDVC Plantation Drive.

We will schedule another meeting with The Bluffton Police Department to complete a safety review of the community.

#### 5. Property Owner Comment:

None

#### 6. Bylaws Committee:

Greg indicated 2 mailings were just sent out to all property owners today (Proposed Bylaw updates; and a combined mailing containing the October Coffee and Catch-up announcement and a call for committee recruited for the new OVM committee.

Owners have 30 days for comment (by October 15) to send Bylaw comments to Joan. Joan mentioned all comments will be registered in a spread sheet format. Once all comments have been graded (Accept, Modify or Dismiss), they will be send to the Board for review and voting. They then will be sent to the RDC legal counsel by November 3 for review which is scheduled to be completed by January 1. A vote then will be taken by all property owners for a final vote and hopefully adoption in February 2017. By March, 2017, attorney files will be sent to the county for revisions

#### 7. Beautification Committee:

Greg had requested the committee to prioritize the project listing. Due to travel, member input has stalled for the moment. He reports by the end of the third week of September the committee will be ready to submit to the Board a short list of projects they would like to have completed by end of year by October 1.

#### 8. DR Horton update

Discovery continues. CNA, our insurance company, has made a formal offer to Horton to settle the dispute and we expect a determination in one or two weeks.

#### 9. ARB update

Fred mentioned real-estate sales have been robust. That there are several active real-estate transactions currently in play making this past month one of the busiest in RDC property sales. The market is very busy. John reports that several building plans have been revised that meet both the owners and ARB interests. The lots under construction are going well.

#### 10. New business:

None

#### 11. Carry Over Item Listing:

Joan pointed out left over action items from the last Board meeting:

1. Gathering Place pavilion regulations need to be drawn up and posted **Not Assigned**
  - a. Diane mentioned the regulations are outlined on the form under "Rules & Guide Lines", but the form needs to be updated
2. The RDC operating books audited are to be audited so the findings are available for the Annual meeting in February **Joan**
3. Greg and Fred need to be Bonded for Fidelity Bonding as they handle the date to day RDC money transactions **Fred**
4. Wet land markings Included in signage plan **Open**
5. Equestrian Center needs to send the RDC Board proof of their insurance and that RDC - Property Owners Association is a named insured group on the policy. **Fred & Greg**

- a. **Fred** – yes we have a copy of their policy and it needs to be retained in records
- 6. Chart of succession planning for the Board – **Fred & John**
  - a. Board may need more members since the community is growing
  - b. Needs a business Process
- 7. Creation of new Committees:
  - a. New Property Owner Orientation - **Diane**
    - i. Greg mentioned His wife Anne and Libby Hardy have been going to new homeowners to “welcome them to the neighborhood”. Greg feels an orientation would be great to add to the web site for everyone to view. **Joan** is working on putting a PowerPoint together.
  - b. ARB sub-committee - **Joan**
- 8. Developing more Business Processes:
  - a. Such as at what dollar amount is there a requirement to get multiple quotes for a project or purchase **Board**
  - b. Minimal square footage for future homes is not noted. Fred suggested a requirement of 2500 square feet. Joan to proposed changes to the ARB documents. **John**
  - c. Greg mentioned that the Board will have a secure place for all Board related matters such as these to be stored in Goggle Docs. That all Board members first need to have access to Google docs. Then a URL and sign on will be developed and passed over to the Board. Folders can then be made in Google Docs that will house all important documents that the current and future Boards can access. **Greg**

12. Executive Session started at 5:55

13. Adjourn

A motion to adjourn was made by Fred and seconded by Joan. A vote was taken and the motion passed. The meeting adjourned at 6:03 PM.

Respectfully submitted,

Greg Van Zandt