

**HARBISON COMMUNITY ASSOCIATION
MINUTES TO THE MEETING OF THE BOARD OF DIRECTORS
February 28, 2017**

The Harbison Community Association Board of Directors held a Regular Meeting on Tuesday, February 28, 2017. Members present were Mr. Hank West (President), Mrs. June Cannon (Vice President / Secretary), Mr. Tom Brower, Mr. Terry Helsley, Mr. Stan Seabrook, Mr. Andy Peach, Mrs. Irene Metz (Treasurer), Ms. Jaime Sellers, Mr. Ozzie Nagler. Association Staff Members in attendance were Mr. Dave Grove, Mr. Ray Cloutier, Mr. Erik Hardy, Mrs. Danell Gunter, Ms. Betty Brooks, and Mr. Brad Gates. Residents Mr. Ike McCravy, Ms. Elizabeth Limehouse, Ms. Sonja Richardson and Ms. Constance Yearling attended.

A quorum being present for the meeting, Mr. West called the meeting to order at 6:04pm.

Approval of Minutes - Board Meeting – November 29, 2016

Following the correction of several typos and discussion, Mr. Nagler moved the Minutes be approved, Mrs. Metz seconded and the Motion was passed with a vote of 8 for, 0 against, 1 absent at time of vote (Mrs. Cannon).

Resident Input

Mr. Ike McCravy expressed concerns about the use of facilities by non-members - at the expense of residents. Mr. West and Mr. Nagler explained that non - residents were often needed to have sufficient numbers for programs to exist - plus nonmembers paid fees (often when residents were not required to pay any fee). Mr. Helsley commented that the fees paid by nonresidents helped the Association's financial situation since some residents were delinquent in paying assessments.

Ms. Elizabeth Limehouse and Ms. Sonja Richardson of the Hampton's Sub Association commented that while they (Hamptons) were active in requiring their members to maintain their property in an orderly manner, there were other sections in Harbison where it appeared that covenants were not being enforced. Mr. Grove and Mr. Cloutier addressed their areas of concern - by updating them on action being taken. It was specifically mentioned that HCA has a process to go thru on covenant violations - which in most cases require that owners are given various deadlines to correct the infraction. The time allotted to Owners may create an impression that nothing is being done. Some reports of covenant violations are anonymous so it is difficult to inform the complainant of action being taken.

Note: Ms. Constance Yearling arrived at the Meeting following the Resident Input but she later stated that she had no particular concern, to be brought to the attention of the Board.

DDRC Report

Mr. Nagler presented the DDRC Report:

- * Hampton Inn, renovation plans approved - 101 Woodcross Dr.
- * AT&T Wireless, renovation plans approved - 239 Harbison Blvd.
- * TRU by Hilton Hotel, construction plans approved - Columbiana Dr. (next to Carolina Ale House)
- * Havertys Furniture, redevelopment plans approved - 234 Harbison Blvd. (former Foot Action Shoes)
- * Tuesday Morning, signage approved, 264 Harbison Blvd. (Harbison Court Shopping Center)
- * Fabric Bistro, signage approved - Columbiana Station, Bower Pkwy. (Next to British Bulldog Pub)
- * Fastest Oil Change on the Planet, prelim/conceptual approval - 248 Harbison Blvd (next to Pier One Imports)

RDRC Report

Mr. Cloutier presented the following RDRC Report:

- * Driveway widening approved, Tawny Branch Ct. (off Tawny Branch Rd.) 1/30/17
- * Re-painting of house approved, Eastpine Ct. (off Harbison Blvd.) 2/09/17

Old Business

Dave Grove updated the Board on the action taken against a Homeowner who had ignored demands to clean up yard debris. With the assistance of our HCA Attorney, maintenance employees subsequently entered the property, removed the material, and expenses of over \$1,100 were added to the Homeowner's assessment account.

Following the expiration of a contract with Allied Barton, HCA assumed those duties by creating a Safety Patrol Team, consisting of 4 employees, with coverage provided in the afternoons and evenings. Employees patrol at the Community Center, on the trails and streets in the Harbison Areas. Favorable comments have been received from several residents over the improved visibility of the patrols in their neighborhoods.

On other matters, Mr. Grove commented:

1. The Resident's Tennis Courts are scheduled for resurfacing in June - July, 2017 The contractor had requested a delay from their previous commitment in 2016 (which was agreeable to the Association) - but with no increase in price.
2. New tables and chairs purchased for Multi-purpose Room
3. New Lifeguard Chair and new utility Trailer built by HCA Maintenance
4. Purchased used Toyota Truck for Maintenance
5. Purchased new Harbison Community Sign on Hillpine Road at entrance; flower garden built by Maintenance

Mr. Grove updated the Board on action taken following a Member Input Meeting held 1/31/17:

6. Portable fans added to the Cardio Weight Room and a guard placed over the thermostat
7. Three (3) new treadmills - and one (1) new rowing machine purchased
8. Heater added to Women's Locker Room
9. Free play (basketball) schedule posted which allowed various times each day
10. Sports Camps start in May - very successful in 2016 with increased enrollment expected in 2017
11. Complaint - Business being conducted in home in Glen Ridge area (not able to substantiate)
12. House on Tawny Branch destroyed by fire (Officials posted a demolition order)
13. House off Harbison Blvd. needing repairs (house has been purchased recently, new owner promised to repair)
14. Wood fence on Columbiana Drive (in need of repairs) determined to belong to various homeowners, not HCA

New Business

Mr. Grove discussed the Association's current financial status: Current funds in the Bank exceeded \$100,000 in Operating and over \$650,000 in Reserve Fund Accounts. In addition, it was mentioned that projections for year ending 12-31-16 showed that Revenue exceeded Expenses by \$363,000 (15.5%). Conclusion: The Association was being operated in a fiscal conservative manner while providing good services to the Members.

Ms. Betty "Cookie" Brooks was introduced as the new Community Resource Manager. Ms. Brooks has been associated with Harbison since the mid 1970s, with extensive experience in property management, medical and business affairs. In her new position, she will serve as HCA's contact person with the various HCA sub-associations; as a resource person for all of the commercial members within HCA areas; public affairs of the Association; coordinator for various programs.

Executive Session

Mrs. Cannon Motioned that the Board move into Executive Session to discuss personnel matters. Mrs. Metz seconded and the Motion passed with a vote of 9 for, 0 against. 7:29pm.

Mr. Brower Motioned the Board reconvene Open Session, Ms. Cannon seconded, and the Motion passed with a vote of 8 for, 0 against, 1 absent at time of vote (Mrs. Metz). 8.30pm

Mr. Brower Motioned the Board to accept the Nomination of Jane and Joe McNanus for the 2017 Lester Gross Award, Mr. West seconded and the Motion passed with a vote of 8 for, 0 against, 1 absent at time of vote (Mrs. Metz).

Vice President & Secretary Mrs. Cannon presented the 2017 Nominating Committee list of candidates for HCA Board Seats (to be elected at April, 2017 Annual Meeting):

"A" Seats (2 positions available) - Stan Seabrook and Tom Brower

"B" Seat (1 position available) - Jaime Sellers

"C" Seat (1 position available) - Hank West

For "A" Seat - Mrs. Cannon Motioned to submit the names of Stan Seabrook and Tom Brower, Mr. Nagler seconded and the Motion passed with a vote of 6 for, 0 against (Mr. Seabrook and Mr. Brower abstained), 1 absent at time of vote (Mrs. Metz).

For "B" Seat - Mrs. Cannon Motioned to submit the name of Jaime Sellers, Mr. Nagler seconded and the Motion passed with a vote of 7 for, 0 against (Ms. Sellers abstained), 1 absent at time of vote (Mrs. Metz).

For "C" Seat Mrs. Cannon Motioned to submit the name of Hank West, Mr. Nagler seconded and the Motion passed with a vote of 7 for, 0 against (Mr. West abstained), 1 absent at time of vote (Mrs. Metz).

Adjournment

Hearing no additional business, Mrs. Cannon made a Motion that the meeting be adjourned. Mr. Seabrook seconded, and the Motion passed with 8 for, 0 against, 1 absent at time of vote (Mrs. Metz). 8.35pm.



June Cannon
Vice President / Secretary

**HARBISON COMMUNITY ASSOCIATION
MINUTES TO THE MEETING OF THE BOARD OF DIRECTORS
April 25, 2017**

The Harbison Community Association Board of Directors held a Regular Meeting on Tuesday, April 25, 2017 following the Annual Meeting of the Members. Board Members present were Mr. Hank West (President), Mrs. June Cannon (Vice President / Secretary), Mr. Tom Brower, Mr. Terry Helsley, Mr. Stan Seabrook, Mrs. Irene Metz (Treasurer), Ms. Jaime Sellers, Mr. Ozzie Nagler. Absent - Mr. Andy Peach. Association Staff Members in attendance were Mr. Dave Grove, Mr. Ray Cloutier, Mrs. Danell Gunter, Ms. Betty Brooks, Mrs. Fran Brune and Ms. Ray Benloss. No Residents were present

A quorum being present for the meeting, Mr. West called the meeting to order at 8:38pm.

Approval of Minutes - Board Meeting – February 28, 2017

Following discussion, Mr. Nagler moved the Minutes be approved, Mr. Brower seconded and the Motion was passed with a vote of 8 for, 0 against, 1 absent (Mr. Peach).

DDRC Report

Mr. Nagler presented the DDRC Report:

- * BJ's Brewhouse & Restaurant, signage approved - 148 Harbison Blvd. (formerly Macaroni Grill)
- * Un-named short term rehabilitation facility, preliminary / conceptual (NOT FOR CONSTRUCTION) plans approved - Lake Murray Blvd. (in front of the Atlantic @Parkridge Apts.)
- * Olive Garden, remodeling / renovation plans approved - 274 Harbison Blvd.
- * Sonic Automotive Dealership, preliminary / conceptual (NOT FOR CONSTRUCTION) plans approved - 7521 Broad River (portions of Southland Log Homes properties)
- * Haverty's Furniture, signage approved - 234 Harbison Blvd. (former FootAction Shoes)
- * Homeowner, solar panels approved - Hamilton Park area)
- * Persona Wood Fired Pizzeria, signage approved - 1270 Bower Pkwy. (next to Jewelry Warehouse)

RDRC Report

Mr. Cloutier presented the following RDRC Report:

- * Repaint shutters & front door approved. Kingsway Ct. (Glenridge area), 03/14/17
- * Convert deck to sunroom approved, Northpine Ct. (off Forest Edge Rd.), 03/09/17
- * Repaint shutters, front door & exposed portion of foundation wall approved. Forestview Ct. (Forest 1 area) , 03/22/17
- * Replace deck approved, Whitwood Cir. (off Tawny Branch Rd.), 03/30/17

Old Business

Dave Grove updated the Board on the overflow parking lot being constructed between the Adlerian Child Care Center and Piney Woods Road. The lot should accommodate 50-60 vehicles. Activity at the Center has increased to the level that almost nightly, insufficient parking spaces exist. The road bed will be gravel and security lights will be added.

Plans are underway for Annual Maintenance in August with the specific dates for closing of the Community Center to be announced.

New Business

Ms. Betty (Cookie) Brooks updated the Board on a recent meeting she attended involving the "Saluda Shoals - District Corridor" Workshop. Community leaders see a great deal of potential for growth of residential and business projects during the next 10 years so the workshop was designed to encourage groups to start planning for the future. Some of the discussion centered on beautification efforts needed to enhance the existing communities which will also serve to enhance property values. Ms. Brooks explained that in addition to her "normal" job duties as Community Resource Manager (which include attending similar "town hall" type meetings and representing the Association) she had been given the additional responsibility for determining the landscaping needs of the Association's Common Areas and the Community Center grounds. In this capacity, Ms. Brooks stated that she would be working with The Harbison Garden Club and other knowledgeable Gardeners in beautifying these areas - with the assistance of HCA Maintenance forces.

Executive Session

Mr. Nagler Motioned that the Board move into Executive Session to discuss personnel matters. Mrs. Metz seconded and the Motion passed with a vote of 8 for, 0 against, 1 absent (Mr. Peach) . 9:12pm

Mrs. Cannon Motioned the Board reconvene Open Session, Mr. Brower seconded, and the Motion passed with a vote of 8 for, 0 against, 1 absent (Mr. Peach). 9:21pm

Mr. Nagler asked if the current slate of Officers were willing to serve for another one year term - in their respective positions - and Mr. West (President / Chairman), Mrs. Cannon (Vice President and Secretary), Mrs. Metz (Treasurer) agreed. Discussion followed with no opposition from other Board Members. Therefore,

Mr. Nagler Nominated Mr. West for the position of President / Chairman of the HCA Board. Mr. Brower seconded and the Motion passed with a vote of 7 for, 0 against, 1 absent (Mr. Peach). Mr. West abstained.

Mr. Nagler Nominated Mrs. Cannon for the position of Vice President / Secretary of the HCA Board. Mr. Brower seconded and the Motion passed with a vote of 7 for, 0 against, 1 absent (Mr. Peach). Mrs. Cannon abstained.

Mr. Nagler Nominated Mrs. Metz for the position of Treasurer of the HCA Board. Mr. Brower seconded and the Motion passed with a vote of 7 for, 0 against, 1 absent (Mr. Peach). Mrs. Metz abstained.

Adjournment

Hearing no additional business, Mrs. Cannon made a Motion that the meeting be adjourned. Mr. Seabrook seconded, and the Motion passed with 8 for, 0 against, 1 absent at time of vote (Mr. Peach) 9.33pm.



June Cannon
Vice President / Secretary

**HARBISON COMMUNITY ASSOCIATION
MINUTES TO THE MEETING OF THE BOARD OF DIRECTORS
June 27, 2017**

The Harbison Community Association Board of Directors held a Regular Meeting on Tuesday, June 27, 2017. Board Members present were Mrs. June Cannon (Vice President / Secretary), Mr. Stan Seabrook, Mrs. Irene Metz (Treasurer), Ms. Jaime Sellers, Mr. Ozzie Nagler, Mr. Andy Peach. Absent: Mr. Hank West (President), Mr. Tom Brower, Mr. Terry Helsley. Association Staff Members in attendance were Mr. Dave Grove, Mr. Ray Cloutier, Mrs. Danell Gunter, Ms. Betty Brooks, and Mr. Erik Hardy. Residents Joanne Anderson, Brenda Miller and Sonja Richardson were present

A quorum being present for the meeting, Mrs. Cannon called the meeting to order at 6:04pm.

Approval of Minutes - Board Meeting – April 25, 2017

Following discussion, Mr. Nagler moved the Minutes be approved, Ms. Sellers seconded and the Motion was passed with a vote of 6 for, 0 against, 3 absent (Mr. West, Mr. Brower, and Mr. Helsley).

Recognition of Guests

Mr. Peach introduced his Parents who were visiting from Texas. Mrs. Cannon welcomed them to the area.

Resident Input

Joanne Anderson, Brenda Miller and Sonja Richardson separately expressed concerns about various deteriorating conditions surrounding several homes in Harbison and / or situations that needed to be addressed - and their concerns over the extended time in which it appeared that nothing was being done. Dave Grove, Ray Cloutier and several Board Members explained that our methods of resolution always involved notifying the Property Owners initially - and encouraging the Owners to take action.

While some of the situations involved Renters, we had to deal with the Owners - and that took some time. In accordance with our Covenants, the Association could implement the "Right of Action" process in which the Owner is given 20 days to correct the problem and if not corrected, the Association has the right to enter the property, to make the corrections, and charge the Owner for all expenses. In several recent cases, the Association had made corrections and billed the Owner, including legal expenses.

Ms. Anderson, Ms. Miller and Ms. Richardson stated that they understood our requirements - however, they would like to see quicker action on requiring the Owners to take corrective methods.

DDRC Report

Mr. Nagler presented the DDRC Report:

- * Hampton Inn, signage approved - 101 Woodcross Drive
- * One Main Financial, signage approved - 275 Harbison Blvd., (Harbison Center- Total Wine, etal.).
- * Olive Garden, signage approved - 274 Harbison Blvd., (Harbison Court - Nordstom Rack, etal.).
- * Aloft Hotel, conversion remodeling plans of existing Wingate Inn approved - 217 Lanneau Ct.
- * AMC Theaters, conversion remodeling plans of former Carmike Theaters approved - 122 Afton Ct.
- * Homeowner, solar panels approved - Foxglove Ct. (the Forestridge area - off Broad River Rd.)
- * Sprint Cellular, signage approved - 132 Harbison Blvd. (in front of Target)

RDRRC Report

Mr. Cloutier presented the following RDRRC Report:

- * Paint House approved, Timberpoint Ct. (the Archers Courts area, 05/01/17
- * Privacy fence approved, Shadowpine Rd., (off Tawny Branch Rd.) 05/01/17
- * Privacy fence approved, Hillpine Ct. (off Piney Woods Rd.), 05/08/17
- * Privacy fence approved, Hollowtree Ct. (the Archers Courts area), 05/24/17
- * Utility Shed approved, Forestview Circle, (The Forest 1 area), 06/13/17
- * Privacy fence approved, Chinquapin Circle (off Chinquapin Rd.), 06/13/17
- * Utility shed approved, Arborvine Ct. (the Archers area), 06/19/17

Old Business

Dave Grove updated the Board:

1. Overflow parking lot being constructed near the Adlerian Child Care Center to accommodate approximately 50 vehicles.
2. Safety Patrols by HCA employees (four employees) have been well received by residents
3. Richland County Sheriff's Dept. assigned 5 more Deputy Sheriffs to their Region # 4 which includes the Community Center. They report that vandalism has decreased.
4. HCA's Quick Response Team - continues to generate positive comments from residents by responding quickly to maintenance issues.
5. Resident's Tennis Courts being resurfaced by Howard B. Jones contractor.
6. Agreement reached with Lexington County Public Works where they will remove trees (over 4" in diameter) from backside of Archers Lake Dam. DHEC has ordered removal. HCA received contractor quote of \$16,000 to do the work but County agreed to take over the project. HCA and the County both maintain the area.

New Business

Dave Grove gave an overview of the Center's Financial status:

1. 2017 Projected Revenue to be \$2.3M - as of today we have received \$1.6 M in Revenue so projected year end revenue still realistic.
2. We have \$ 1,026,275 total funds in the bank today but construction projects will decrease this amount - however, we will not have to borrow funds. Good fiscal management continues to be practiced.
3. Delinquency accounts continue to be reduced. In house collection procedures utilized by HCA employees have been very successful.

On other matters:

4. The Center will close in late August for annual maintenance. Projects to include re-surfacing the swimming pool floor; rehab of duct work above the deep end of the pool; painting of racketball court walls; adding floor above Strength Weight Room (old racketball court) to create additional room.

Executive Session

Mr. Nagler Motioned that the Board move into Executive Session to discuss personnel matters. Mrs. Metz seconded and the Motion passed with a vote of 6 for, 0 against, 3 absent (Mr. West, Mr. Brower, and Mr. Helsley). 7:13pm

Mr. Seabrook Motioned the Board reconvene Open Session, Ms. Sellers seconded, and the Motion passed with a vote of 6 for, 0 against, 3 absent (Mr. West, Mr. Brower, and Mr. Helsley). 8:15pm

Adjournment

Hearing no additional business, Ms. Sellers made a Motion that the meeting be adjourned. Mr. Seabrook seconded, and the Motion passed with 6 for, 0 against, 3 absent (Mr. West, Mr. Brower, Mr. Helsley).8:16pm.

June Cannon
Vice President / Secretary