

**HARBISON COMMUNITY ASSOCIATION
MINUTES TO THE MEETING OF THE BOARD OF DIRECTORS
February 27, 2018**

The Harbison Community Association Board of Directors held a Regular Meeting on Tuesday, February 27, 2018. Board Members present were Mr. Hank West (President), Mrs. June Cannon (Vice President / Secretary), Ms. Jaime Sellers, Mr. Ozzie Nagler, Mr. Andy Peach, Mr. Tom Brower, Mr. Terry Helsley, Mr. Stan Seabrook. Association Staff Members in attendance were Mr. Dave Grove, Mr. Ray Cloutier, Mrs. Danell Gunter, Ms. Betty Brooks, Mr. Calvin Davis. USC Student Gabe Shenk was present. Mrs. Constance Yearling was present for the latter part of the Meeting..

A quorum being present for the meeting, Mr. West called the meeting to order at 6:07pm.

Approval of Minutes - Board Meeting – November 28, 2017

Following discussion, Mr. Nagler moved the Minutes be approved, Mr. Brower seconded and the Motion was passed with a vote of 7 for, 0 against, 1 absent at time of vote (Mr. Seabrook).

Resident Input

Mr. Gabe Shenk (USC Student) explained that he was there to observe - as part of a college course.

DDRC Report

Mr. Nagler presented the DDRC Report:

- * Home Owner, home based business, (#1) approved) - Eastfern Court (off Harbison Blvd.)
- * Home Owner, solar panels approved - Woodcreek Court _"Archers Courts" area
- * Circle K (Shell Gas), complete remodeling plans approved - 334 Harbison Blvd.
- * Aloft Hotel (formerly Wingate), signage approved - 217 Lanneau Court
- * Home Owner, solar panels approved - Paddock Chase - "Bellemont" area (near Midlands Tech).
- * Bank of America, replacement landscaping approved - 301 Harbison Blvd.
- * Cadence Academy (name change), signage approved - 450 Columbiana Drive (formerly Gateway)
- * Steam & Ice, signage approved- "Harbison Center" (Total Wine, et al).
- * Mr. PC, (relocation) signage approved - "Harbison Crossing" (Joseph A. Banks, et al).
- * West Marine, signage (#2) approved - 150 Harbison Blvd. (Publix, et al)
- * TRU by Hilton, signage approved - 271 Columbiana Drive (by Carolina Ale House).

1. Internet / Mail referrals for Realtors
2. Monument sign tenant panel only.

RDRC Report

Mr. Cloutier presented the following RDRC Report:

- * Driveway Expansion approved, Foxglove Lane - "Forest Ridge" area (off Broad River Rd., 12/01/17)
- * Storage building approved, Greenbow Court - (off Crossbow Drive near Elem. School), 01/08/18
- * Storage building approved, Woodcreek Court - "Archers Courts" area, 01/18/18
- * Storage building approved, Foxglove Lane - "Forest Ridge" area (off Broad River Road), 01/23/18
- * Storage building approved, Crown Point Court - "Beacon Hill" area (off Columbiana Drive), 01/25/18
- * Privacy Fence approved, Crown Point Court - "Beacon Hill" area, 01/30/18
- * 4" Picket Fence approved, Split Rock Court "Beacon Hill" area, 02/20/18
- * New Shingles approved, Westpine Court - (off Harbison Blvd.), 02/22/18

Old Business

Dave Grove described the progress being made on the new Dance Room: Mirrors had been added; A ballet barre would be installed in a few days; Speakers had been donated; A clock will be added; Cubicles will be placed in the closet area for water bottles, purses, etc.

New Business

Lester Gross Award (nomination attached to Minutes). Mrs. Cannon Motioned that the Harbison Garden Club receive the 2018 Lester Gross Award, Mr. Helsley seconded and the Motion was passed with a vote of 8 for, 0 against. The Harbison Garden Club will receive the Award at the Annual Meeting, April 24, 2018.

Dave Grove commented that Staff employee Jeremy Webb was not present because he was attending a conference on TOPS ONE, which would be an upgrade to the present TOPS PRO financial system in place. The upgrade features would allow on line payments of assessments. If purchased, the upgrades would be implemented late this year and applicable to 2019 Assessment Statements.

RDRC - Members need to be reappointed: Mr. Nagler Motioned that the current Members be re-appointed for a two year term (Debby West, Eleanor Perry and April Alsup), Mrs. Cannon seconded and the vote was approved 3 for, 0 against (1 absent at time of vote- Mr. Seabrook). Note: "A" Board Members appoint the RDRC Members. However, all Board Members expressed their THANKS for the volunteer efforts of the three individuals.

Maintenance Projects - Update: Dave Grove and Ray Cloutier explained progress being made on the Front Lobby Counter. All work was being performed by Maintenance employees Bruce Mike and Scott Lynch. The renovation work provided more space for the Clerical Staff and allowed for more efficient check-in procedures.

Financial Update: Dave Grove explained that delinquent residential accounts had steadily decreased with over \$59,000 already collected in 2018. More consistent enforcement procedures had been enacted during the past few years and progress was evident. Two properties had recently been processed for Foreclosure but Owners made significant payments prior to actual court hearings. For 2018, Owners are being given six months to pay their assessments.

2018 Board Elections: Dave Grove stated that the Nominating Committee had certified the following candidates: For "A" Seats (2 available) - Ozzie Nagler and June Cannon; For "B" Seat (1 available) - Andy Peach; For "C" Seat (1 available) - Terry Helsley, Tina Sparks, Joette Scarborough; For "D" seat (1 available) - Mike Templeton, Julie Lucas. The election will be held at the Annual Meeting April 24, 2018.

Betty Brooks substituted for Jeremy Webb by presenting facts pertaining to increased Safety Patrols and the recent implemented "Door Hanger" procedure. Ms. Brooks explained that Safety personnel and other employees - who observed covenant violations - would place a Door Hanger on the Owner's door and/ or attempt to talk personally with the Owner, to make the Owner aware of the particular violation. Parking on the grass appeared to be the most persistent violation.

Ray Cloutier explained that the DDRC is developing guidelines on possible fines that will be imposed on covenant violations. It was mentioned that the overall purpose of the covenants is to protect and hopefully enhance property values - and the Door Hanger project is an attempt to educate Owners before fines are imposed.

Danell Gunter discussed some projects that emphasize - Planning for the Future:

a. Converting the Racketball Court into a new form of fitness training. The Court is infrequently used and better utilization of the space can be achieved by adding additional fitness machines and devices, geared to a more active lifestyle. Very little modifications have to be made by HCA employees - and the project appears doable in 2018. Mrs. Gunter emphasized that there are several existing Racketball courts in the Columbia area where the participants can go if desired. Records show that two - five participants use the HCA court, with infrequent consistency.

b. New Spa, Sauna, Steam Room may be feasible on pool deck - currently outside in area where "baby pool" is located. The Spa would be larger than the existing Spa and contain a "Plunge" pool. Mrs. Gunter explained that a Plunge Pool is very cold water and it is incorporated into the design of the Spa. This feature is very popular with many individuals. It is thought that the Sauna and Steam Room would be purchased intact. Mrs. Gunter clarified that projected costs for these three items had not been completed and if constructed, the earliest date would be 2019.

c. Off Site Programs: Mrs Gunter explained that she had recently visited Riverside Golf Course at their invitation - to discuss the feasibility of a discount program for HCA Members. In addition, her Staff were contacting some business establishments in Harbison to see if discounts could be offered to HCA Members (example: restaurants) that offer discounts to senior citizens or military personnel). The intent is to secure additional benefits for HCA Members, even if it is outside of the Community Center.

d. Evening Manager: Mrs. Gunter announced that Calvin Davis had been selected among several in-house applicants to fill a temporary position of Evening Manger. Calvin has been associated with Harbison for many years and he recently retired from the Public School System. He will basically work late afternoons and evenings and assist Front Desk Staff and others in maintaining order, giving tours, etc. The position is Temporary until the Summer Sport Camps get underway at which time a decision will be made regarding the continuation of the position.

Executive Session

Mr. Brower Motioned that the Board move into Executive Session to discuss personnel matters. Mrs. Cannon seconded and the Motion passed with a vote of 8 for, 0 against. 7:09pm

Mr. Brower Motioned the Board reconvene Open Session, Mrs. Cannon seconded, and the Motion passed with a vote of 8 for, 0 against. 7:59pm

Adjournment

Hearing no additional business, Ms. Sellers made a Motion that the meeting be adjourned. Mr. Seabrook seconded, and the Motion passed with 8 for, 0 against. 8:00pm.

June Cannon
Vice President / Secretary

Attached: Lester Gross Award Nomination