

**HARBISON COMMUNITY ASSOCIATION  
MINUTES TO THE MEETING OF THE BOARD OF DIRECTORS  
June 30, 2020**

**Note: Due to the COVID-19 Virus, the HCA Community Center has been closed since late March. This Regular Meeting is being held in the HCA Gym with some Board Members participating off-site by "Zoom" Due to the Social Distance Guidelines, only a limited numbers of Residents are being permitted to attend this Meeting but others have submitted Questions to the Board and they are being addressed.**

Board Members attending were Mr. Hank West (President), Mrs. June Cannon (Vice President / Secretary), Mr. Tom Brower. Board Members participating by "Zoom" were Mr. Ozzie Nagler, Mr. Terry Helsley, Mrs. Mackenzie Fontaine, Ms. Julie Lucas, Mr. Stan Seabrook. Mr. West explained that Board Member Tia Schafer ("B" representative) had resigned due to personal obligations. The Board thanked Ms. Schafer for her service. Association Staff Members attending were Mr. Dave Grove, Ms. Betty Brooks, Mrs. Danell Gunter, Mr. Kaden Watson, Mr. Nick Spencer. Residents attending were Ms. Elizabeth Whitty, Ms. Marie Hutchison, Ms. Kay Brown, Ms. Lilieth Folkes, Ms. Tammy Pierce, Mr. Terry Hughey, Ms. Cheryl Deas, Mr. Rob Philon, Ms. Benjie Friday.

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

**Approval of Minutes:**

After discussion. Mrs. Cannon Motioned that Minutes of Meetings on April 28, 2020 and June 19, 2020 be approved. Mrs. Fontaine Seconded and the Motion was Approved 8 for, 0 against.

**Member Input:**

Ms. Brooks explained to the Members present – due to social distancing - that when they addressed the Board Members present and those participating by "Zoom" that each participant would have to come up to a designated place in the room to be seen and to be heard by everyone. Also, it was requested that cell phones be placed on silent mode. This was the first time the Board had used this approach to a Regular Meeting and as such, it was a "Work in Progress".

Mr. West explained that some Members – unable to attend - had already presented questions to the Board and he wanted to answer those before the Members in attendance spoke.

- 1 . Will I get a refund or discount on my assessments since the Center has been closed?  
Answer: No, assessments are based on the value of your property and not on recreational use of the Center.
2. Will there be a reduction in assessments next year since the Center has been closed?  
Answer: No (many operational expenses continue while the Center is closed)-
3. Why was HCA not prepared to open 6-2-20 on a limited basis?  
Answer: The Governor and DHEC issued orders that caused us to close. We follow the guidelines of CDC and others as we are concerned for the safety of our Members and Employees.
4. Are we opening on a limited basis on 7-8-20?  
Answer: Our tentative plan is to reopen but we are reviewing daily the changing statistics for SC and if we decide to stay closed we will announce it promptly.
5. What services can the HOA provide after 7/8?  
Answer: If we reopen on 7/8 it will be on a limited basis

6. How much is in the Operating Account?

Answer: \$ 907,489. – we pay our normal operating expenses out of this account.

7. How much is in the Reserve Account?

Answer: \$ 691,304. Our Reserve Fund has actually decreased due to some repairs that had to be made.

8. What is the delinquency YTD?

Answer: We extended the due date 4 months so assessments are not due now until the end of October.

Members Attending - Addressed the Board:

9. Elizabeth Whitty:

a. Hedges obscure some visibility as you turn off Harbison Blvd. onto Broad River.

Answer: Maintenance to address

b. How do we find out the codes (Tennis Courts / Bathrooms)?

Answer: Call the Front Desk as they are changed periodically

c. Pool – When opened, how many will be allowed at one time?

Answer: 6 Lanes – one person per lane for 1 hour duration

d. Tennis Courts (Residents) keys required?

Answer: Yes, call Front Desk

e. New Playground behind Center is Great!

f. Who do I call about trees – if on our property or on HCA's property?

Answer: Call Kaden (in Maintenance).

10. Marie Hutchison:

a. Crime Meeting today?

Answer: Yes, Irmo Town Council held a meeting today and invited some law enforcement agencies plus some other parties – HCA participated. One of the issues discussed involved the response time of law enforcement and how they can improve their communication.

11. Kay Brown:

a. Sent my assessment check in and it was returned to me - why?

Answer: When the Center was closed HCA rented a mail box at the St. Andrews Post Office location and there was a delay in getting the mail addressed to Hillpine Road forwarded to the mail box. Your letter and several others were returned unfortunately. We resolved that situation by discontinuing the mail box.

12. Tammy Pierce:

a. (plays recording of gun shots in Harbison Garden area). Our house borders the trails and police tell me the trails are corridors for crime. We need Security cameras on the trails and markers on the trails for identification purposes. Crime has increased in our area (Beacon Hill). Call Boxes may help but getting police there is a problem. More lights on the trails may help. We need assistance (from HCA).

13. Terry Hughey:

a. Trees around trails and trail lights need to be trimmed

Answer: Maintenance will address this issue

b. Playground near Timbertrail is not being maintained.

Answer: Playground is being reworked. Border material was removed. Maintenance employees will be in there soon, adding mulch and making it better

14. Cheryl Deas:

a. All Common areas of HCA not being maintained evenly; Hedges not being cut in all areas

Answer: Contractor just cut Hedges on Piney Woods, working on Broad River now; Maintenance addressing all areas.

- b. Encouraged everyone to not pre-judge a situation or “assume” a position without knowing more about the situation.
  - c. Discussed the City’s proposed “Night Out” event.  
Answer: HCA was going to participate but the City Postponed the event due to the COVID-19 Guidelines.
  - d. Suggested HCA develop an Action Plan to address crime issues (mentioned by previous speakers)  
Answer: HCA is interested and willing.
15. Rob Philon:
- a. How will the Cardio Room be cleaned when you reopen?  
Answer: HCA will have plenty of sanitizing bottles available for individuals plus after each usage (one hour duration) Staff will wipe down the equipment.
16. Benjie Friday:
- a. Crime in our neighborhood has increased – something has to be done. We call police and by the time they get there the people are gone. We need help. Police seem frustrated also. People need to report every incident to the police.

Ms. Betty Brooks explained how she had been working with Law Enforcement and they seemed to realize that they needed better communication among themselves.

Ms. Cheryl Deas asked that the Board develop an Action Plan to address neighborhood concerns regarding crime. Mr. West indicated that HCA would take the lead and involve Residents.

#### Other Business – Staff:

Ms. Danell Gunter explained that when the Center is re-opened – a reservation system will be in place where you have to call or go on line to reserve your time period. We can only let a limited number of people in on a one hour basis and then we will sanitize before the next group comes in. We will take the temperature of each person coming in to participate and they have to sign a new liability waiver. Also, they have to wear a face mask to enter the building. Initially, we are looking at only operating M-F, 9 to 5.

Mr. Grove expressed THANKS to Nick Spencer of the Maintenance Department who arranged with the Christian Life Assembly Church to borrow their audio equipment so this Meeting could be conducted.

#### **Executive Session:**

Mr. Brower Motioned that the Board move into Executive Session, Mrs. Cannon Seconded and the Motion was approved 8 for, 0 against. 7:37pm

Ms. Lucas Motioned that the Board come out of Executive Session, Mrs. Fontaine Seconded and the Motion was approved, 8 for, 0 against. 8:22pm

Mr. Nagler stated that in mid – May, when the date of July 8<sup>th</sup>. was established for re-opening the Community Center, daily cases of the COVID-19 Virus had flattened, averaging 160 from mid-April to mid-May. Most people expected a temporary spike to be followed by a lowering of the cases as people followed safety guidelines. Instead, we now have over 1,000 cases daily, reaching 1,600 last Saturday and over 1,700 now. This heightens our concern for the health and safety of visitors and employees.

Mr. Nagler Motioned that the Board postpone the planned July 8<sup>th</sup>. opening and readjust our planning as we observe on a day to day basis, during the next few weeks, the trend of new cases and other

significant data. Mr. Helsley Seconded and the Motion was approved with a vote of 5 for, 3 abstained (Mrs. Cannon, Mr. Brower, Mr. West).

**Adjournment:**

Hearing no additional business, Mr. Nagler Motioned that the Meeting be adjourned, Mrs. Cannon Seconded, and the Motion passed with a vote of 8 for, 0 against. 8:22pm

June Cannon

Vice President / Secretary