

**Harbison Community Association
REGULAR BOARD MEETING
Tuesday August 29, 2023, 6:00pm**

Call to Order

Mr. Hank West, President, called the meeting to order at 6:03 p.m.

Attendees

Board Members present in person: Mr. Hank West, President; Ms. Taryn Trefenthen-Boileau; Ms. Katherine Carter, Secretary; Mr. Stan Seabrook, Treasurer; Mrs. Patricia Jenkins; Mr. Terry Helsey; **on zoom:** Mr. Ozzie Nagler; Mrs. Julie Lucas, Vice President; **absent:** Ms. Liz Mooney.,

Staff present: Ms. Cindy Wren, Executive Director; Ms. Scott Lynch, Facility and Covenants Director; Ms. Cookie Brooks, Community Resources Director; Ms. Danell Dunter, Program Director; Mr. Kaden Watson, Maintenance Director; **on zoom:** Ms. Yolanda Vinson, Finance Director; Mr. Ray Cloutier, Development Director.

Members present: Mr. Tim Graham; Ms. Carolyn Turner; Dr. Constance Yearling; Mr. Dave Branagan; Mr. Barry Walker; Mrs. Susan Walker; Mr. Erik Hardy; Mr. Ike McCravy; Mr. Mark Passmore; Mr. Larry Watts; Ms. Aquisha Arthur; Ms. Phyllis Coleman; Mr. Gabriel Penfield; Mr. Johnnie Barnett; Mr. George Frazier; Mrs. June Cannon; Mrs. Kay Brown; **on zoom:** Ms. Diane Purdue-Shupe;

Determination of Quorum

Mr. West asked to determine quorum. A quorum was present with 6 board members present in-person and 2 members present by zoom.

Member Input

(A decision was made by the Board at the last board meeting and slots were provided for 10 individuals to speak during Member Input, with up to a 2-minute time frame each, to allow the Board time to conduct regular business.)

Mr. West called on members from the sign-in sheet for input to address the board:

Mr. Ike McCravy: Concerned that the Center closes a full week after summer camp for renovation purposes. Asked the Board to consider insurance liability issues with any choices being discussed for the old Adlerian space. Thanked board and staff for stopping issue of Day Pass. Voiced his disapproval of 'freeloaders' using community assessment provided amenities. Voiced disapproval for assessments not being standardized for all resident members. Voiced concern over the too low cost of court rental.

EX. DIRECTOR NOTES:

Closing of Center: This is a long-standing practice, to allow staff the time to complete deep cleaning, and any needed repairs and/or renovations.

Insurance liability: This has been taken into account by the Rental space sub-committee.

Use of amenities by non-resident members and Day Passes: This is a long-standing debate among members. The reasons previously listed for this practice are mostly financial. The revenue provided by selling memberships offsets the expense of community property maintenance and reduces the need to increase assessments.

Day Pass: Was only on hold for summer months due. Staff will review revenue loss due to lack of Day Passes.

Owner Members (residents): Pay assessments on their property(s), they are not dues.

Mr. Barry Walker: Stated his concern and disagreement with the covenant violation he received for posting his re-election sign in his own yard. He noted that others had been cited for having these signs in their yards. He referenced his First Amendment Rights, and quoted state and federal laws pertaining to election signage. Mr. Walker stated that the Association would be receiving a letter from an attorney with regard to the matter.

Mr. Mark Passmore: seceded his time to Mr. Walker.

Mr. Larry Watts: seceded his time to Mr. Passmore.

Mr. Mark Passmore said it was his First Amendment right to have the sign on his own property. He also said he would sue the Association for trying to enforce this Covenant, that goes against state and federal law.

Mrs. Susan Walker: seceded her time to Mr. Walker.

Ms. Aquisha Arthur: seceded her time to Mr. Walker.

Ms. Phyllis Coleman: Stated that she was a 'newbie' running for election to Irmo Town Council and needed the exposure to residents that these signs would provide. The signs gave her more exposure in the community.

Mr. Gabriel Penfield: Local business owner and candidate running for election to Irmo Town Council. Expressed issues with sign parameters and that he had already ordered signs which did not comply with HCA's Covenants.

EX. DIRECTOR NOTES:

Covenants: Staff are responsible for enforcing Covenants as they stand. Staff do not choose which Covenants to enforce. An extra staff person was added last year as members and HCA Board alike had been concerned about lack of enforcement. A higher level of enforcement occurs when there are complaints about specific Covenants violations from members. Confidentiality keeps us from relaying details about enforcement complaints or results to complainants.

Mr. Dave Branagan: Seceded his time to Ike McCravy.

Mr. Johnnie Barnett: Mr. Barnett said he had not attended as a member before. Wanted a copy of the covenants, etc. He was concerned about enforcement of covenants, in particular, about owners renting their homes or sub-leasing.

Executive Director will send him all pertinent information.

New Business

Adlerian Space Committee

Mr. Hank West, Ms. Katherine Carter

Members of the Committee: Mr. Hank West, Ms. Katherine Carter, Ms. Taryn Trefenthen-Boileau, Staff- Ms. Cindy Wren.

At the June Board meeting, the Board voted to create a committee to review the opportunity for a childcare center tenant in our old Adlerian space, to provide rental income to the HCA per the by-laws Article VII, 7.01 'which shall consist of 2 or more directors and have the authority to advise the board'.

Ms. Carter gave a background of the decision and the vote (6.2023 Board Meeting) to allow the committee of the board to choose a real estate broker. The committee selected Brent Chitwood (former a Harbison resident and has offices in Harbison) as the agent to propose to the full board. The committee asked the Board to approve the hiring and signing of a contract to list the space for rent. The committee was asked to review any proposals and advise the Board accordingly at the next regularly scheduled Board meeting. Motion to approve signing of contract and hiring Mr. Chitwood made by Ms. Carter, seconded by Ms. Trefenthen-Boileau. Approved by all directors present.

Welcome Committee

Mrs. Patricia Jenkins

Members of the Committee: Mrs. Patricia Jenkins, Ms. Carter, Mrs. June Cannon, Staff- Ms. Cookie Brooks.

At the June Board meeting, the Board voted to review the opportunity to provide better communication with new home purchasers in Harbison. It has come to the attention of the Board that many new home buyers claim ignorance of the Harbison Community Association's By-laws and Covenants.

The SC Homeowners Association Act, signed into law May 2018, states that **sellers** are required to disclose on the SC Residential disclosure form that the property is governed by a Community Association.

Mrs. Jenkins said the committee met and discussed what should be in a Welcome packet for new homeowners and put a packet together for review by Board: Covenants and any clarifications or updates, By-laws of the Community Association, map of the Harbison Pathway system, contact information for staff and HCA Board members and a Welcome Letter. She had a sample on site for review.

The committee will provide and staff Welcome Visits on a regular basis allowing opportunity for new homeowners to visit the community center for a tour, ask questions, pick up a welcome packet and get familiar with Harbison Community.

Accessibility Committee

Mrs. Jenkins suggested to the Board a committee on accessibility to advise the Board on Community handicap accessibility for planning and budget considerations. No motion was made. This item will be added to old business for the next Board meeting.

Old Business

Panhandling Signage, Business District of Harbison **Ms. Trefenthen-Boileau**

Ms. Trefenthen-Boileau re-introduced this topic which is a major Harbison Business District issue. The homeless population has grown in Harbison, as elsewhere. The City of Greenville instituted signage to discourage panhandling. As Harbison already has a Covenant prohibiting solicitation, this would be a more directed approach to the business problem. The Board previously requested more information and to specifically choose a non-profit organization that assists the homeless. A QR Code will be enabled that will both direct concerned citizens to giving options and the homeless to assistance services.

DOT has to approve the signage, which was formerly proposed at the exits and entrances to the Harbison Interstate intersection. It was decided that Ms. Trefenthen-Boileau would select sites at or near Columbiana Mall entrance(s) , targeting homeless activity (panhandling), for a test site of the signs. A motion was made for four signs "test" signs to be purchased and installed at Ms. Trefenthen's direction and installed after approval of the City of Columbia (Mr. Robert Anderson). Motion made by Ms. Trefenthen-Boileau, seconded by Ms. Lucas. Approved by all directors present.

DDRC Report

Mr. Ozzie Nagler

- **Harbison Center**, Revised colors approved in 1st phase remodeling (Rooms To Go) originally reported, 02-02-22 – 275 Harbison Blvd, 07-03-23.
- **Prisma Health Urgent Care**, signage approved – 131 Harbison Blvd (The Shops on Harbison Hill), 07-10-23.
- **Panera Bread**, signage approved, – 275 Harbison Blvd, (Harbison Center, Total Wine, et al), 07-12-23.
- **Sam's Club**, additional HVAC equipment racks and replacement bollards approved – 350 Harbison Blvd, 08-07-23.
- **Marriot "StudioRes"**, preliminary/conceptual approval ONLY – 100 Columbiana Dr.
(outside Columbiana Centre's perimeter/ring road near Dillard's), 08-23-23.
- **Homeowner**, Solar approved, Quill Ct – off Crossbow Dr near Harbison West Elem, 08-24-23.
- **Mission BBQ**, Signage approved – 275 Harbison Blvd, new addition area, (Harbison Center, Rooms-To-Go, et al), 8-28-23.

RDRC Report

Mr. Ray Cloutier

- * **6' Wood Privacy Fence approved**, Split Rock Ct – Beacon Hill area of Harbison (off Columbiana Ave), 07-10-23.
- * **10'x12' Wood Utility Shed approved**, Forest Trail Ct – – "Forest I" area of Harbison (across Broad River Road), 07-13-23.
- * **New Window Trim color approved**, Bent Bough Cir – earlier Section of Harbison (off Woodcross Dr), 07-27-23.
- * **12'x38' Wood Deck approved**, College View Ct – "Archers Courts" area of Harbison (off Archers Ln), 08-10-23.

- * **New Vinyl Siding, Trim & Shutters approved**, Greenbow Ct – off Crossbow Dr (near Harbison West Elem), 08-10-23.
- * **6' Wood Privacy Fence approved**, - earlier Section of Harbison (off Woodcross Dr), 07-27-23.
- * **14'x10' Wood Utility Shed approved**, Valleywood Ct – “Archers Courts” area of Harbison (off Archers Ln), 08-14-23.
- * **New Vinyl Siding & Paint Shutters approved**, Sweetwood Cir – earlier Section of Harbison (off Woodcross Dr), 08-23-23.
- * **New Accent Color by Windows & Garage Door approved**, Bent Bough Cir – earlier Section of Harbison (off Woodcross Dr), 08-24-23.

Executive Director's Update

Ms. Cindy Wren

Free Library - A member requested that we start a 'free library' box in Harbison. We had no funds in the budget for such a purchase. Asked staff, Scott Lynch, and Bruce Mike. Bruce used left over materials and built the library. Executive Director would like to honor ALL of Mr. Mike's handy work by adding a plaque: 2023, The Bruce Mike, Harbison Free Library, Take A Book, Leave A Book. The idea was well received.

Budget - Over budget. Revenue generated by Summer Camp has not been finalized and Maintenance is usually our largest over budget item. We are reviewing vendors and other 'creative' ways to make better use of individual vendor strengths to keep our maintenance expenses in check. However, this has been an issue throughout Harbison's history. We have a very 'nature rich' community and a long growing season. We will plan a special board meeting with in-depth review of expenses vs. income.

Policies and Procedures – Ms. Wren is completing a review of all board minutes since 1999. The intent is to incorporate board action items, accepted practices, and resolutions for the purpose of solidifying policies, procedures with board review to develop a full set of policies. Staff will develop procedures to carry out the policies as defined by the Board.

Membership cards - Ms. Wren and Ms. Vinson, Finance Director are seeking a membership card system to address several issues of concern. The original intent of the Membership Card Resolution appears to have been to provide access to amenities, age-appropriate access, entry to courts, use in voting procedure with coding for *types of members* and voting privileges associated.

Adjournment

Mr. West asked for a motion to adjourn, motion was made by Ms. Carter, seconded by Mr. Nagler, and voted unanimously by board. The meeting was adjourned at 7:31 p.m.



 Katherine Carter, HCA Board Secretary

10/31/2023

 Date