



TROTTERS RIDGE HOME OWNERS ASSOCIATION

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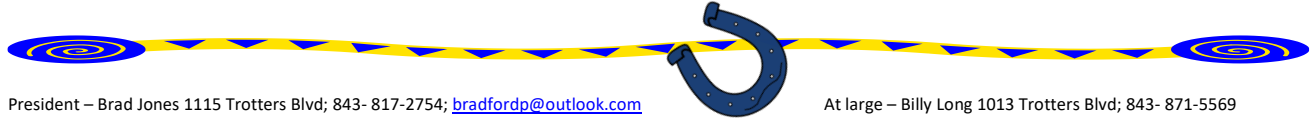
HOA Board Meeting—July 9, 2019

Convened: 7:04 pm

Board Members Present:

Main Topic: Transition Meeting for new members with outgoing Officers/Board

1. **Sign Replacement Report:** New sign ordered at low cost; invoice submitted; installation soon.
2. **HOA Document Reviews:** It was asked that all members of the 2019-2020 board look again at HOA documents (covenants, architectural review materials, etc.).
ACTION- All board members to review HOA documents.
3. **Website/Document Share Drives:** Secure electronic filing of HOA materials is needed to be set up. Preference is having secure portal on HOA website- one for HOA residents (meeting minutes, reports, newsletter, etc.) as well as one secure for HOA board use (secure email addresses/contact info sheet; financial docs, etc.).
New Contact information for new board and any updates need to be changed on the website.
ACTION- President to initiate contact info changes with HOA Webmaster Rick. Any additional changes needed/noted to website should be directed to the President as part of this effort.
4. **Financials:**
Banking- As part of transition plans for the board, signature cards, etc. need to be changed with the bank. Consideration also should be to an alternate bank where electronic bill pay, financial downloads, etc. is available and costs are kept low. ACTION: Treasurer to review and make recommendations.
Audit of books- Paula Alexander will pick up books to complete an audit. Books will be set up to be most transparent and to automate electronically. ACTION: Treasurer will review current system and recommend/initiate positive changes.
5. **Pond Maintenance:** Contractor Dave Ellis will be contacted to see what and when additional work is planned. All information on this project will be reviewed and additional board members were identified to serve on a pond subcommittee (President, VP, Marion, Jeanette). County information will be reviewed and solicited for project clarity, with a dry pond still the planned mode. It was noted that the creek currently backflows into this pond space. Marion noted 1985 was earliest date of recovered pond paperwork. ACTION: HOA Subcommittee will form and review documents and next steps.



President – Brad Jones 1115 Trotters Blvd; 843- 817-2754; bradfordp@outlook.com
Vice President – Michael Shields 1112 Trotters Blvd; 843- 697-0032; mrnishields@gmail.com
Treasurer – Lois Mettler 3025 Trotters Club Way; 843- 697-2668; loismettler@yahoo.com
Secretary – Jeanette Rehrig 3012 Trotters Club Way; 843- 514-0983; cihgeek@gmail.com

At large – Billy Long 1013 Trotters Blvd; 843- 871-5569
At large – Jeff Rosier 1120 Trotters Blvd; 843-642-9102
At large – Marion Scott 3020 Trotters Club Way; 843- 873-8004
At large – Jim Morrison 1074 Trotters Blvd; 843-875-6055

Ex-Officio – Lori Lathom Newsletter jerseylinalima@gmail.com

Ex- Officio – Rick Kahn Website rick.kahn0@gmail.com



6. **HOA Covenants:** Overnight on-street parking – Per our covenants, vehicles are not be be parked overnight on our streets. It was noted that there continues to be reports of safety issues concerning blind spots and vehicle access when cars are parked in our streets. Concerns have been noted with pedestrians, homeowner drivers, delivery vehicles, and emergency vehicles. As a board, it is prudent to address these safety concerns. It was recommended with discussion that a letter to homeowners be drafted noting the safety issue and requesting compliance with the covenants. At the same time, a reminder of covenants will be provided. It is noted that enforcement needs to universal and complete and that engagement will need to strive to systematically monitor, document, and enforce covenants. Letters from the board to homeowners have been done in the past and this should be the first start. Board members agreed it is a good idea to again reiterate the covenants and the enforcement plan. It was mentioned that a hardcopy as well as email may be prudent. Once this letter of expectation is delivered, the board will convene on needed actions. ACTION: All members will review HOA covenants and note challenges/comments for next meeting. President will draft first letter for board member review.

7. **Architectural Review Sub-Committee:** Team met with regard to two submissions to review. New members have joined the team. Review recommendations were submitted to the President for review. ACTION: President will review and communicate decision.

8. **NEW- HOA Quarterly Newsletter:** It was proposed to establish a quarterly newsletter for our homeowners as a good engagement and communication tool. It was noted that many larger subdivisions do monthly letters successfully, and TRHOA would do well to have this at least quarterly. ACTION: Lori Lathom to review possibility and to draft first format/content.

Meeting was Adjourned at 08:11 pm.

Next Meeting: TBD

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