

3 Chisolm Street HOA, Inc
Board of Directors Regular Meeting
Friday, February 28, 2014
9:00 am
Mims Roberts' Residence
3 Chisolm Street #406
Charleston, SC 29401

Board Members Present

Jack Burnett (via teleconference), Douglas Hamilton, Martin Morad, Mims Roberts, and Charles (Pete) Wyrick

Board Members Absent

None

Sentry Management Managers Present

Yohanna LaRoche, Collin Bruner

Call to Order

Mims Roberts called the meeting to order at 9:00 am.

Verification of Quorum

A quorum was verified

Approval of Previous Board Meeting Minutes

Pete Wyrick made a motion to approve the 10.25.13 minutes. Martin Morad seconded. Motion carried.

Financial Review

Mims Roberts reviewed the January 2014 financials verbally with the remainder of the Board which had previously been emailed to the Board.

Old Business

a. Ratify unanimous consent via email:

Martin Morad made a motion to ratify the following action via email:

- i. Approval of the April 1, 2013 Board minutes.
- ii. Board Director positions as follows:
President- Mims Roberts
Vice President – Charles (Pete) Wyrick
Secretary Treasurer- Jack Burnett
- iii. Approval of unit 405 window film.
- iv. Approval of tree work by P.O Meade.
- v. Unit 402 sidelight covering application okay to remain as applied.
- vi. Tradd Street parking lot - swap of handicap and loading zone parking spaces.

Mims Roberts seconded the motion. Motion carried.

b. Refurbishment of gym building flooring

The Board discussed the fact that after refurbishment of the gym building hardwood floor, someone stepped across the floor leaving some slight footprints in the finish. The Board agreed that refinishing was not necessary due to the fact that the footprints are hardly visible.

c. Handicapped parking space concerns

The Board discussed the concerns of several residents that a resident is permanently using the handicapped spot in the south parking lot. Mims Roberts and Yohanna LaRoche will look into the regulations regarding handicapped parking in private lots and report back to the Board at the next meeting.

New Business

a. Property inspection reports for unit #101

The Board discussed the property inspection reports forwarded to them regarding the then potential sale of unit #101. The reports included concerns regarding the crawlspace area. After discussion, **Pete Wyrick made a motion asking Sentry Management to contact Applied Building Sciences, an engineering firm who is familiar with the structure of 3 Chisolm Street, to have them inspect the crawlspace and report back on the concerns listed in the reports. Martin Morad seconded the motion. Motion carried.**

b. Letter from #305

The Board discussed a letter received from Mr. and Mrs. Beadleston, the new owners of unit #305 requesting permission to split their double unit into two separate units. The Board was unanimously in favor of the request. After discussion, the Board determined that Mims Roberts would send a letter to Mr. and Mrs. Beadleston outlining the requirements of the Governing Documents which limit the number of units in the Association as well as require 100% approval from owners for such a change. The Board will ask Mr. and Mrs. Beadleston to review these items with their attorney.

c. Rules Enforcement Committee

The Board discussed the reestablishment of a Rules Enforcement Committee. The Board will ask Steven Bernard, Bill Maneri and Connie Wyrick if they are willing to serve on the Committee.

d. Homeowner Directory

Yohanna LaRoche distributed the draft version of the homeowner directory. The Board asked for the Sentry Management contact and emergency numbers to be added to the directory prior to distribution.

e. Annual Meeting Resident Comments Follow Up

- i. Emergency reference card** – the Board determined that Sentry management emergency contact information would be added to the resident directory.
- ii. Robo-call system**- the Board asked Sentry Management to obtain pricing on a robo-call system.
- iii. Additional hose bib for south side of building**- the Board asked Sentry Management to obtain pricing on an additional hose bib.

- iv. **Emailing minutes to owners-** the Board asked Sentry Management to re-email instructions on how to get on the website to all owners. The minutes will continue to be posted on the site and not emailed to owners.
- v. **Emails sent to owners when residents move in and out-** the directory will be updated when new owners move in and an updated version will be emailed to all owners.
- vi. **Notifying owners of Board meeting dates and times-** the meeting dates and times will be listed on the calendar on the 3 Chisolm Street website.
- vii. **Owners attending Board meetings-** owners are welcome to attend the meetings if they have an item for discussion and should make prior arrangements through Sentry Management to attend a specific meeting.
- viii. **Rules and Regulations reference sheet-** the Board discussed having the Rules Enforcement Committee review and possibly revise the current Rules and Regulations for the Association.

f. Reserve Study Update

The Board asked Sentry Management to obtain pricing to update the reserve study for the Association but to wait until the ABS engineering investigation was complete.

g. Gym Building Window Inspection

Yohanna LaRoche reported that the gym building window inspection was completed in January per the warranty.

Adjournment

The meeting was adjourned at 10:15 am.

Pete Wyrick made a motion for the Board to enter Executive Session to discuss legal matters. Martin Morad seconded the motion. Motion carried.

Executive session adjourned at 10:26 am.

Respectfully transcribed by:

Yohanna LaRoche, CMCA, AMS
Community Manager
Sentry Management, Inc.

Reviewed and Approved on May 15th, 2014

By: Mary Ann Roberts
3 Chisolm Street HOA, Inc., Secretary
PRESIDENT