

Clemson Downs Property Owners Association
Minutes of the Annual Meeting
December 8, 2015

Report of Quorum

Proxy committee reported that 81 proxies were returned which represents a quorum.

Call to Order

President Harold Olson called the meeting to order at 2:00 p.m.

Members Present

There were 35 POA members in attendance at the meeting.

Approval of Minutes

Minutes of the 2014 Annual Meeting were approved as submitted

Treasurer's Report

Should be on budget for the current year.

Committee Reports

ARC – John Gilreath reporting

Committee members – Bob Cooksey, Delva Cooksey, Gene Coenhaver, John Gilreath (Chair), Harold Koeplin, Dave Moorhead, Jim Reneke and Alden Valentine.

In 2015, the committee received 44 requests and recommended 42 to the POA Board for approval. The following projects were included in the requests approved by the Board:

| | |
|--|----|
| Painting | 11 |
| Roofs replaced or repaired | 8 |
| Decks repaired | 2 |
| Gutters/gutter guard | 6 |
| Driveways, etc. paved | 4 |
| Patios built or improved | 3 |
| Windows/doors replaced (incl. garage) | 4 |
| Addition to or replacement of structures | 5 |
| Construction of new house | 1 |
| Move or replace mailbox | 3 |

Homeowners may download an ARC request form from the CDPOA website or request one from a committee member. Also available on the web site or from the committee are specifications for replacement of mailbox posts.

Requests for repainting a house the same color, re-roofing a house with shingles matching existing, replacing gutters and downspouts of the same color, and replacing driveways and/or parking areas in concrete do not require waiting for the approval process, but are given permission by the ARC, subject to submission of a Request for the record.

Report was approved.

Landscape Committee – Ann Fuhr reporting for Joe Dickerson

Committee members –Margaret Cannon, Joe Dickerson (Chair), Jan Gallaher, Harold Olson, Tommy Skelton, and Alden Valentine

Most of the activities for 2015 were finishing approved and started projects. A list of the projects finished include the following:

- Landscaped the triangle area at Downs Boulevard, Hickory Way and Little Lane which included plantings and park benches. The irrigation system was damaged and most of the azaleas died. The azaleas were replaced. The irrigation system was repaired.
- Repaired sidewalk on right-of-way between 310 and 308 Downs Boulevard.
- Removed dead cedar tree in park area and planted a cryptomeria and two crape myrtles in that space to screen the shelter area from the residential area.
- Mowed weekly, picked up plant trash biweekly and trimmed and did weed control biweekly.
- Repaired irrigation water lines (again).
- Contracted to install leaf guard gutters on the shelter in the park area to keep water from running inside the structure.
- Contracted to remove 10 pine trees at 107 Berkley Court.
- Did maintenance in the Woodland Walkway that included remulching, removal of some stumps, and repairs to guard rails.
- Will replace at least one park bench.

Report was approved.

Welcoming and Social Committees – Ann Fuhr reporting

The Welcoming and Social committee's mission is to create an atmosphere of hospitality and warm regard for all residents of Clemson Downs Property Association by providing new residents information and providing social events to promote the well-being of all members.

All of the above is possible because of the inspired efforts of many who contribute their time and talents in making this such a wonderful, welcoming community in which to live.

The monthly breakfast gatherings were successful because of the many who volunteer to either provide a speaker, or to do the program themselves. We are grateful to CARC for their kitchen staff that provides delicious meals and caring service. Besides our "walkers" Sally Mitchell and Marge Olthoff, who deliver the flyers, beautifully created and printed by Fritz Briggs; we have neighborhood callers who invite and register members for these breakfasts. The callers are: Lib Gage, Joyce Lillehamer, Mary Louise Baker, Joyce Morehead, Margaret Cannon, and Claudette Bennett.

Our monthly First Friday gatherings, at either the Gazebo or in the coffee shop at the Corley Center, are hosted by a variety of people. Special appreciation is expressed to Harry Sutton, for his ongoing commitment to the success of this time together.

Sylvia Peters is our Welcoming representative. She warmly greets new residents, and presents them with a packet that included our covenants and bylaws, information about our social events, provides name tags and POA car stickers, and complimentary CARC tickets to the Bistro. She knows who is moving in and when they are ready for a visit because of the neighborhood "spotters": Nancy Bennett, Ruby Elrod, Becky Epting, Marge Olthoff, Arthur Parker, Holley Ulbrich and Winnie Williams.

Nancy Bennett and Edmee Reel are retiring from their positions as special events chairpersons. The POA is grateful for the many years they have provided us with fun and delicious Christmas and Spring Socials. The new social planners are Sandy Rosche and Wendy Longo.

Besides our wonderful volunteers named above, there are many Silent Saints among us who take meals, call, transport, send cards and do their part to make Clemson Downs a very special place to live.

I retire from the Board this year as Director of Social and Welcoming. It has been a wonderful experience for me. I am so grateful to have had this opportunity to work with so many dedicated and fun people on the Board and with the individuals who work behind the scenes. I see continued good things happening in this community.

Communications & Telephone Directory– Kitty Neckerman reporting

The next Communicator will come out at the end of January 2016 and Kitty will need any information by January 15th.

2016 Telephone Directory will come out at the end of January. Kitty will need information for telephone directory by January 5th.

Website – Walt Castro reporting

In the spring of 2015, CARC completed a very attractive renovation of its website – including new colors and icons. In the renovation, the link to the CDPOA was not as visible as it was on the former website. Although CARC administration agreed to continue our presence on the CARC website at no cost, the CDPOA Board expressed interest in developing our own website. During the course of the discussion, Kitty Neckerman graciously agreed to fund the development of the website with the nominal cost of maintaining the site provided by the CDPOA budget.

We employed the firm J. Saint consulting to assist in the development of the website. GoDaddy is the Internet company that was used to provide the addresses CDPOA.com

and CDPOA.org and maintains the website information. The web addresses cost \$40 per year and maintaining the web information costs about \$100 per year. Our consultant has agreed to provide his services at \$25 per hour.

Using your Internet browser, you can access the website by typing in CDPOA.com or CDPOA.org. Alternatively, you can go to Clemson Downs.com on your browser. When the home page comes up, click on “Community” and a drop down menu will appear. Click on the last item, “CDPOA” which will take you to the CDPOA home page.

On the Home page is a brief introduction to CARC and CDPOA with information that defines the difference between the two entities. In addition, there is a map, which shows graphically, the relationship between the CARC campus and the CDPOA properties. Note that the Gazebo will be used as the CDPOA icon.

The topical areas on the Home page are: About CDPOA, Community, Bulletin Board, calendar of Events, Contact and CARC.

Under “**About CDPOA**” are links to:

- Board of Directors
- Board Minutes
- Bylaws
- Architectural Review
 - Architectural Review Guidelines
 - Architectural Review Request Form
- Mailbox specifications
- Restrictive Covenants

Under “**Community**” are links to:

- Newsletter Communicator
- Houses for Sale
- Northland Cable TV Service

Under “**Bulletin Board**”:

- Timely items of interest to CDPOA Residents and Members

Under “**Calendar of Events**”:

Information related to social events such as the First Friday socials at the Gazebo, Christmas dinner, spring social, third Saturday breakfasts with flyers and promotional materials as appropriate. Coordinated events with CARC will also be included.

Under “**Contact**”:

The name and contact information for the Website manager (currently Walt Castro – waltcastro62@gmail.com) or to any Board member.

Under **"CARC"**:

Link to the CARC website (ClemsonDowns.com).

Note that the goal of the website is primarily informational (i.e. information that related to the operation and administration of the CDPOA). However information about social events and timely items of interest are also included.

Suggestions for minor changes may be directed to the web manager. Suggestions for major changes should be directed to the CDPOA Board of Directors.

Old Business

Report of Deaths since last Annual Meeting

Rankin, Ben – 2/27/15

Taylor, Tom – 3/2/15

Mauro, Mary – 3/7/15

Bussey, Charlie – 4/2/15

Vaughn, Ed – 8/20/15

Payne, Jim – 11/21/15

Ulbrich, Carl – 12/6/15

New Business

Budget

- Budget for 2016 is ~\$1000 less than 2015..
- No increase in fees for 2016.
- Question: regarding the leaves in the grassy area down the center of Downs Boulevard and who is responsible for picking them up
- Question: On Bayberry – drainage with no cover. Who is responsible?
- Move that the 2016 Budget be approved. Seconded by Dave Moorhead. Budget passed. Proxy vote – 78 For – 3 No vote

Board of Directors Nominations – Committee – Martha Grigsby (Chair), John Peters and Marge Olthoff

- Elaine Cameron – nominated for 2-year term.
- Don Fowler – nominated for a 2-year term.
- John Gilreath – nominated for a 2 year term.
- Jim Kimbrell – nominated for 2 year term.
- Kitty Neckerman – nominated for a second 2 year term.
- Harold Olson – nominated for a 1 year term – to fill the unexpired term of Ed Vaughn
- There were no nominations from the floor.
- Move made to close nominations.
- Breakdown of vote:
 - Olson – For = 80, No vote= 1

- Cameron – For = 80, No vote= 1
- Fowler – For = 78, Abstain = 1, No vote = 2
- Gilreath – For = 80, No vote = 1
- Kimbell – For = 78, Abstain = 1, No vote = 2
- Neckerman – For = 79, No vote = 2

Changes to Bylaws

- Article I, Section 2
- Article I, Section 3
- Article IV, Section 1
- Article IV, Sections 5 & 6
- Article IV, Section 8
- Article X, Sections 1 & 2
- Article I, Section 4B
- Breakdown of vote
 - Art. I, Sec 2 – For = 76, Against = 2, Abstain = 1, No vote = 2
 - Art. I, Sec 3 – For = 76, Against = 2, Abstain = 1, No vote = 2
 - Art. IV, Sec 1 – For = 76, Against = 2, Abstain = 1, No vote = 2
 - Art IV, Sec 5 & 6 – For = 76, Against = 2, Abstain = 0, No vote = 3
 - Art. IV, Sec 8 – For = 77, Against = 1, Abstain = 0, No vote = 3
 - Art. X, Sec 1 & 2 – For = 77, Against = 1, Abstain = 0, No vote = 3
 - Art. I, Sec 4B - For = 76, Against = 2, Abstain = 0, No vote = 3
- There was table until everyone has read the changes. Board stated that everyone had received a copy of the changes in the Annual Meeting packet.
- Motion made to table changes to Bylaws. No second.
- Motion made to pass Bylaws by Gene Copenhaver. Seconded by John Gilreath

Walt Castro would like to propose that the covenants be changed to an “over 55” community.

President’s Report

Harold Olson made the following comments:

- Being #1 in football is good news for our community.
- Forbes lists Clemson as the #12 Best Place to Retire.
- Downs Community is top flight and has an excellent reputation.
- Through Ed Vaughn he came to know the time and energy that the Board puts in to making the Downs a great place to live.
- Takes time to keep this place going.
- Thanked the Board for their service.
- Asked for help from CDPOA to keep the place up-to-date.

New Board members were formally introduced.

Adjournment

The meeting was adjourned at 2:45 p.m.

Respectfully Submitted,

Linda Cocke
Secretary