

The Carolina Club Owners Association, Inc.
Board of Directors Meeting
November 16, 2011

The Carolina Club Owner's Association, Inc. Board of Directors met on Wednesday, November 16, 2011 at the Carolina Club. Board members Blake Moyer, Johnny Pinner, Dan Manning and Frieda Harris were present. Margie Lipinski was present representing the Architectural Compliance Committee and Ansley Miller was present representing Village Realty. Board member John Ols was absent.

Mr. Moyer called the meeting to order.

Approval of minutes from 10-19-2011: The Board reviewed the minutes from October 19, 2011. On a motion by Mr. Manning and a second by Ms. Harris, all were in favor of approving the minutes as submitted.

Management Report: Ms. Miller presented the Management Report.

- **ACC** – The ACC meeting was held on 11-8-11 and the minutes were emailed to the Board.
- **Financials** – The October financial reports were included in the meeting packet.
- **Website** – The website was updated following the last Board meeting.
- **Community E-mail** – A community e-mail was sent out following the last Board meeting with all of the items discussed at the last meeting.
- **Landscaping Contract** – Ms. Miller created a Request for Proposal (RFP) for the community landscaping services and it was included in the meeting packet.
The Board discussed some changes that they would like on the RFP. Ms. Miller will make the changes and will send the RFP out to at least four companies for a proposal.
- **Clubhouse Cleaning** – The clubhouse will be cleaned monthly during the off season months. The cleaner was asked to broom off the front of the clubhouse and to use a different product for cleaning the tile so that it is not slippery.
- **Liens** – Lien letters were mailed to 7 owners on 11-14-11.
- **Lot 51** – Following approval from the Board, the letter was sent to the owner addressing the parking issues.
- **Gateway Bank CD** – This CD will mature on 11-21-11. Rates for 3 year terms will be obtained.

Financial Report: A current Balance Sheet, Income Statement, General Ledger Detail Report and Accounts Receivable Report were presented. The Board noted that there are a lot of expenses under the miscellaneous account. They would like to set up two new GL accounts – one for the road project and one for social events – and move these expenses from miscellaneous into the appropriate account. They also discussed the Accounts Receivable report and asked Ms. Miller to write off in the financial books the amount owed by an owner whose bank had foreclosed on the property.

ACC Committee Reports: Ms. Lipinski presented a report for the ACC.

- The committee had approved the pool installation plans on lot 55.
- The committee had approved the fence installation plans on lot 122.

Unfinished Business:

2011 Reserve Contribution – Ms. Miller suggested waiting until December to make a decision on what type of account to open for the reserve contribution and the Board agreed.

Drainage / Road Project – Mr. Moyer gave an update and stated that Quible is still working on the Stormwater Drainage Model. Quible has completed a sketch of the entire model area has developed the drawings of approximately 60% of Charleston Drive and 100% of Savannah Avenue.

Property Owned by the Association – Ms. Miller gave an update from Jim Gilreath, the association's attorney, on the property that the association had foreclosed on that was now owned by the association.

New Business:

Christmas Party / Oyster Roast Invitation – Ms. Miller asked if the Board had any changes to the invitation that she had emailed to them prior to the meeting. The Board did not have any changes and asked Ms. Miller to send it.

November Community E-mail – The Board would like to include a reminder of the Social Events, a notice that they will be bidding out the Landscaping Contract and a thank you to all of the those that helped and participated with the flu shot clinics.

With there being no further business and on a motion by Mr. Moyer and a second by Mr. Pinner, the meeting was adjourned.

Respectfully Submitted,

Ansley Miller
Assistant Property Manager

Next Meeting
January 18, 2012