

# FOUNTAIN POINTE HPR

---

c/o Semper Fi Property Management, LLC  
Myrtle Beach, SC. 29577

## 2018 ANNUAL OWNERS MEETING MINUTES AUGUST 18, 2018 @ 1000

- 1. Call to order** by Board of Directors President Jessica Pelkey Date 8/18/2018 time 1001 AM.
- 2. Roll call** of the Board of Directors, Property Management and Owners:  
Board of Directors: Jessica Pelkey, President and Deanna Taylor, Secretary/ Treasurer. Missing from the BOD was Jimmy Sanaford.  
Property Management: Billy Rivera, Owners Rep and Operations and Ron Petone, Accountant.  
Owners: Diane Stalnaker, Vernon Hayes, Lori Sheffield, Louis Fabro and Anita Pelona.
- 3. Establishment of the Quorum** was not met for the second time. The Annual Meeting was to be held on July 14, 2018, but was postponed due to the Quorum not being met. 46 out of 55 need proxies were submitted. The meeting was held on this date according to the Master Deed & By Laws and HPR.
- 4. Financial Report:** Was given by Billy and Ron from Semper Fi Property Management. The following account balances were reported as July 31, 2018:  
Operations: \$20,946.00  
Reserve: \$98,594.49  
Construction Litigation: \$1,122,696.94

Billy Reported since Semper Fi Property Management, LLC took over on January 1, 2018 many accounts have been changed for the better. The Operating budget that was made by Waccamaw Property Management was the budget for 2018, but will be changed for 2019 for a much better operating budget and savings.

Below are a few budgeted items that have already been changed by Semper Fi Property Management for a great amount of savings for Fountain Pointe:

1. Trash Pick up was \$19,559.04 a year now is \$14,774. A savings of \$4784.64 annually.
2. Phone lines was \$8822.16 now is \$0.00. Switched to a wireless system that has been in place with the fire alarm system.
3. Insurance was \$58,333.00 per year now is \$47,316.10 a savings of \$11,016.90 annually.
4. Fire Security was \$8100 per year now is \$4101 a savings of \$3996 annually.

The 2019 Budget is currently being worked on. The Annual Insurance Assessment will be sent out in late January when received from the Insurance Agent.

### **5. Review of the Construction Litigation Law Suit Financials and Repairs of:**

This report was given by Board of Directors President Jessica Pelkey. Jessica explained about the happenings of the law suite and how that Fountain Pointe POA received the settlement. She explained that the funds are to be use for construction and maintenance at Fountain Pointe for items that were not completed or competed correctly. Also that the main reason for the litigation was due to building 101 damages.

Repairs to building 101 have been completed. The units that were affected were units 101, 201 and 301.

Repairs to the outside of the building along with repairs to the interior of the units are completed. She explained that the next major project would be the repairs to the stairways. At this time an engineer is doing a study and will forward a report upon his completion with his findings.

## **6. Management Report:**

This report was given by Billy of Semper Fi Property Management. Billy lead of by saying thank you to all the owners and the Board of Directors for hiring his company and giving them a chance as their Property Management Company. He stated that the property was and still is in need of major over haul and clean up. He stated that a maintenance tech is on property everyday walking the property picking up trash.

Reported that the following items have been completed to date:

- Pressure washed nine buildings
- Cleaned out all dryer vents (108)
- Steam cleaned all carpets
- Painted edge of steps on walkways
- Repaired the non working irrigation, now up and running in all areas except fro a few zones
- Repaired one fountain in pond
- Replace pond pump
- Trimmed all bushes on property
- Trimmed all Palm trees
- Installed new LED lights in all parking lot areas
- Replace 38 missing/ broken rail caps
- Installed security camera
- Upped the Police presence on the property
- Installed a new vinyl fence by the 120 building
- Repaired misc sump pumps
- Repairs to the French drain system
- New parking passes and decals
- New signage for cameras, parking, etc
- Switched pest control to a monthly service vs. an every other month service
- Cleaned up front entrance and installed mulch
- Installed mulch in misc common areas

Upcoming items for repairs:

- New fountains
- Additional cameras
- Parking lot to be sealed and stripped
- Fresh mulch on entire property
- Repair to downspouts
- Repairs to the stairways
- Painting of buildings trim
- Painting of all entry doors and new numbers
- Installation of new carpet on all buildings all walkways

Billy spoke about different complaints that he has received concerning the property. He asked if owners would send him an email voicing their concerns and or comments.

Billy stated that he had not received any minutes from the previous management company. Jessica sated that she would forward what she had to him. He stated that there will be a minutes book made. He also stated from this point on there will be quarterly Board of Directors meeting to be held. Also all this will be posted on the new website when completed.

## **7. Old/ New Business:**

Billy and Jessica did not have any old business to discuss at this time. The floor was opened for any old business from owners. Nothing was spoke about.

Billy and Jessica spoke about new up coming business that will be worked into the new budget such as new carpet for all the buildings, sealing the parking lot and repairs to the stairways. Floor was open for comments from owners. Mr. Fabro commented on the downspouts damage and missing parts. Billy did inform them that they all will be repaired in time. Misc owners made comments as to how the property is much cleaner and looks better at this point in time.

**8. Open Floor:**

Conversation continued by owners about the property and how it is looking much better. Questions about installation of a swimming pool was brought up by Vernon Hayes. Jessica and Billy stated they would look into this and report back to him.

Jessica thanked Billy and Ron along with the rest of Semper Fi Property Management for a great job they have done at Fountain Pointe.

**9. Motion to adjourn** was brought by Jessica Pelkey and seconded by Deanna Taylor. Meeting was closed and adjourned at 1142 AM.

**FOUNTAIN POINTE PROPERTY OWNERS' ASSOCIATION, INC.**

---

**ANNUAL MEMBERS' MEETING  
July 15, 2017**

**MEETING PROCEDURE**

**I. INTRODUCTIONS**

- (a) Welcome members of the Association.
- (b) Informal remarks.
- (c) Introduce the Board of Directors and Cristina Armstrong, Association Manager, and Betty Burnett, Community Specialist, of Waccamaw Management, Managing Agent for the Association.
- (d) Ask that attending members introduce themselves (new members or all).

**II. OPENING**

- (a) Formal opening of the Annual Members' Meeting of the Fountain Pointe Property Owners' Association, Inc. in accordance with the By-Laws.
- (b) Identify that Jessica Pelkey, President of the Association, will act as Chairman and Proxy Agent for the meeting and Betty Burnett of Waccamaw Management will serve as Recording Secretary.

**III. ESTABLISH QUORUM/PROOF OF MAILING**

- (a) State that roll call was taken at the door.
- (b) Determine that there is a legal quorum present to successfully conduct the meeting.  
(A quorum at Members' Meetings shall consist of persons entitled to cast 51.00% of the votes of the Association.)
- (c) State that Jessica Pelkey will examine the Proof of Mailing of the Notice of the Annual Members' Meeting of the Fountain Pointe Property Owners' Association, Inc.
- (d) State that the Proof of Mailing will be filed with the official records of the meeting, along with a sample of the Notice that was directed to the membership.

IV. MEMBERS TO IDENTIFY

Request that members of the Association identify themselves by name and property address prior to making a motion or commenting on the business of the meeting.

V. APPROVAL OF MINUTES

- (a) State that the minutes of the Annual Members' Meeting of July 16, 2016 are in the Annual Meeting packet following the Agenda.
- (b) Entertain a motion (and a second) to approve the minutes as written. Call for the vote.

VI. ELECTION OF DIRECTORS

- (a) State at this meeting that it will be necessary to elect four (4) Directors. Two (2) Directors will serve a one (1) year term and two (2) Directors will serve a two (2) year term.
- (b) List the homeowners who desire to serve on the Board, if elected.

Elaine-Seibel.  
Deanna Taylor-Thomson

*James Seibert* 101 / 301

*Note: Give each an opportunity to speak.*

- (c) Open the meeting to nominations from the floor.
- (d) Entertain a motion (and a second) that the nominations be closed.

**OPTION #1- THERE ARE NO NOMINATIONS FROM THE FLOOR**

- State there are two (2) nominees for four (4) positions on the Board.
- I will entertain a motion that the membership approve by acclamation the election of Elaine Seibel and Deanna Taylor-Thomson to serve on the Board of Directors for a two-year period. The Board can appoint two homeowners to fill the remaining two vacancies for a one-year term.
- Motion, second, discussion, call for the vote. Motion carries.

**OPTION #2 – ONE HOMEOWNER IS NOMINATED FROM THE FLOOR – YOU NOW HAVE 3 CANDIDATES FOR 4 POSITIONS**

- State there are three (3) nominees for four (4) positions on the Board.
- Ask those homeowners who were not given a ballot if they want to retrieve their proxy to change their vote. Then, request two (2) volunteers to serve as the Inspectors of the Election to oversee the counting of the ballots with the Community Specialist to determine term limits.
- Community Specialist to collect any ballots.
- Community Specialist to retire with the Inspectors to count the ballots.
- The two candidates with the highest number of votes will serve for a two-year term and the candidate with the next highest number of votes will serve for a one-year term. The Board can appoint one additional homeowner to fill the remaining vacancy for a one-year term.

**OPTION #3 – TWO HOMEOWNERS ARE NOMINATED FROM THE FLOOR – YOU NOW HAVE 4 CANDIDATES FOR 4 POSITIONS**

- State there are four (4) nominees for four (4) positions on the Board.
- Ask those homeowners who were not given a ballot if they want to retrieve their proxy to change their vote. Then, request two (2) volunteers to serve as the Inspectors of the Election to oversee the counting of the ballots with the Community Specialist to determine term limits.
- Community Specialist to collect any ballots
- Community Specialist to retire with the Inspectors to count the ballots.
- The two candidates with the highest number of votes will serve for a two-year term and the two candidates with the next highest number of votes will serve for a one-year term.

**OPTION #4 – THREE OR MORE HOMEOWNERS ARE NOMINATED FROM THE FLOOR – YOU NOW HAVE 5 OR MORE CANDIDATES FOR 4 POSITIONS**

- State there are \_\_\_\_\_ nominees for four (4) positions on the Board.
- Ask those homeowners who were not given a ballot if they want to retrieve their proxy to change their vote. Then, request two (2) volunteers to serve as the Inspectors of the Election to oversee the counting of the ballots with the Community Specialist.
- Community Specialist to collect any ballots.

- Community Specialist to retire with the Inspectors to count the ballots.
- The two candidates with the highest number of votes will serve for a two-year term and the two candidates with the next highest number of votes will serve for a one-year term.

Congratulate the newly elected Board of Directors and request that they meet at the head table immediately following the adjournment of the Annual Members' Meeting for the Organizational Meeting of the Board of Directors.

## VII. REPORTS

- (a) Financial Report – 2016 Audit
- (b) President's Report - The settlement of the HOA Lawsuit regarding the outcome regarding money and repairs.

## VIII. UNFINISHED BUSINESS

There being no Unfinished Business on the agenda, the meeting will move to New Business.

## IX. NEW BUSINESS

### (a) VOTE ON TAX RESOLUTION

1. State that the Membership will also vote on the Election of the Tax Resolution to defer excess Association income from taxation by, in effect, returning the excess of Association income over Association expenses to the following year's assessments. (Reference: IRS Revenue Ruling 70-604)
2. Entertain a motion and a second to accept the Tax Resolution by acclamation. Call for the vote.

### (b) OTHER NEW BUSINESS

1. There are no other items of New Business on the Agenda.  
 Note: In order for an item of New Business to be brought before the membership, a motion and a second are required. General discussion, comments and recommendations come under Members' Comments (next).

## X. MEMBERS' COMMENTS

- XI. ADJOURNMENT - There being no further business to come before the meeting, entertain a motion (and a second) to adjourn.