

**Regularly Scheduled Meeting  
CDPOA Board of Directors  
September 12, 2023 | 2:00 pm – Small Dining Room, CARC**

**Board Members Present:** Virginia Baird, John Gardner, Diana Manly and Karen McAlister

**Chair Members Present:** Eldon Blust (Cable TV)

**POA Members Present:** David Baird, Webb Smathers

**Call To Order – John Gardner:** The meeting was called to order at 2:00 pm, acting Chairman. A quorum was declared based on the number of Board members present.

**Approval of Minutes – John Gardner:** Minutes of the August 8, 2023 Board meeting were approved electronically.

**Treasurer Report – Virginia Baird:** Virginia presented to the Board the updated report dated August 31, 2023, a copy of which is attached hereto as Schedule A and incorporated herein by reference.

**Committee Reports**

**ARC Committee Report –John Gardner (Chair):** Two (2) homeowner applications were received and approved by the Committee, based on the colors approved in the previous ARC Guidelines, and submitted to the Board for approval, as follows:

*Nancy Palisin – 330 Kendra Place:* Apply black asphalt sealer to drive

*Kathryn and Gary Newkirk – 14 Birch Place:* Install black aluminum fence in rear patio area

Three (3) homeowner applications were received and approved by the Committee, based on the colors approved in the new ARC Guidelines (see Revisions to Article 5 below), and submitted to the Board for approval, as follows:

*Wendy Longo – 339 Summerwalk:* Paint exterior trim, siding and door

*Tom and Alice Joubert – 1013 Keystone:* Paint trim to match original color

*Stewart and Brenda Lane – 329 Kendra:* Paint house to new color

By motion made and duly seconded, the Board accepted the recommendations of the ARC Committee and approved all of the above requests by unanimous vote.

One (1) homeowner application was received and denied by the Committee on the grounds that the proposal did not meet the roofing standards under the previous or new ARC Guidelines, as follows:

*Michael and Cynthia DiAmore – 405 Bayberry Lane: Enclose Patio with Sunroom*

**Revisions to Item 5 (Exterior Painting) of the ARC Guidelines:** The ARC Committee Chairman made a report to the POA Board in August 2023 about the color survey that was sent to all POA members in July. The results of the survey were presented along with the Committee's recommendation to the Board that Item 5 of the ARC Guidelines that deals with exterior paint colors be revised. At the August 2023 meeting, the Board voted to adopt the recommended revisions to Item Five. However, the Board's approval was deemed preliminary, subject to the proposed revisions being distributed to the CDPOA membership for review and comment, as required by Article 5, Section 5 of the Declaration of Restrictive Covenants. Subsequent to the August Board Meeting, the Committee sent a letter to the POA membership explaining the results of the color survey and the proposed revisions to Item 5 and soliciting any comments. The Committee received five comments in return. Most comments liked the option of lighter colors as proposed in the new Guidelines while only one comment liked the darker brown color. Having complied with the requirements of Article 5, Section 5 of the Declaration of Restrictive Covenants, the ARC Committee recommended to the Board that the Board's preliminary approval of the revisions to Item Five of the ARC Guidelines be made permanent as of September 12, 2023.

By motion made and duly seconded, the Board accepted the recommendations of the ARC Committee and approved by unanimous vote, that Item 5 (Exterior Painting) of the ARC Guidelines be deleted in its entirety and the following language be substituted in lieu thereof:

#### **ITEM 5 – Exterior Painting**

*“Clemson Downs is a unique community in which homeowners take pride and great care in the maintenance of their homes. Houses were designed to blend with the environment. Colors that complement the earthly surroundings and the brick are desirable.*

*The 2019 ARC Color Committee introduced Light Reflective Value (LRV). LRV is an industry standard to indicate the amount of light that is reflected off paint. A LRV of 0 is the blackest color and a LRV of 100 is the whitest color. This is important as paint colors look shades brighter in direct light over the same color in indirect light. If a*

*homeowner can't determine a color's LRV, the ARC will provide it for that homeowner based on the paint manufacturer and color information.*

*All trim and siding colors, including gutters and downspouts, secondary entrance doors, and garage doors, must be one color and must have a Light Reflective Value (LRV) of 6-60 in an aesthetically pleasing earthtone color that compliments Clemson Down's overall environment. All decisions will be decided on by a case-by-case basis. All must be one color.*

*Mailbox post should be painted with the house trim/siding color at the same time as the house. Newspaper receptacles are to be painted either the trim color or black.*

*Windows and Shutters to be painted the same color as the trim and siding or must compliment the trim and siding so as to be aesthetically pleasing. Shutter and window colors must be LRV 60 or less and be approved by the ARC.*

*Front doors to be a solid color of the owner's choice with an LRV range of 0-70. All other doors are to be the same color as the trim/siding.*

*Townhomes in the same group must have trim/siding painted in the same color family as the neighboring units."*

**Common Properties Committee Report –Virginia Baird (Chair):** Virginia presented the following updates from the Common Properties Committee, as follows:

*Mowing contract:* Gary Newkirk and Glady Vaughn will be contacting interested contractors to show them the common property involved in our mowing contract for 2024. They will be collecting bids.

*Common Property repairs:* After we got a call from Marion Seifert at 31 Hickory Way about a large pine tree limb behind her house on common property more residents have asked for the POA to take care of other areas near their property lines. The Committee needs to set guidelines for when the Committee handles such matters.

*Gazebo:* The metal table and chairs that used to sit under the maple tree no longer have a home at the gazebo. Gary Newkirk contacted CARC to offer them for use at the Spot. They will be picking them up soon. Also, a pine tree at the gazebo is rapidly dying. Ansel Miller has given us his evaluation of its condition. He suggests we remove it soon so that the bugs in it don't move to other pines in the area. Before we can get estimates to remove it, the Committee needs to be certain it is on common property, so Virginia Baird has contacted some surveyors to find pins for the area. Ansel also stated that whoever removes this tree must have a bucket truck to do so. This may cause some difficulty due to limited access to the area.

*Garden House:* The garden house door has been repaired.

*Erosion:* There has been some erosion where the drain behind 35 Hickory Way drains water into the Gazebo area. Gary Newkirk and David Baird better defined the drainage path toward the ditch and it did fine in the heavy rain this week.

*Grass clippings on common property:* There have been problems with contractors placing grass clippings on common property. Using one of our old “slowdown” signs, we placed a “no grass clippings” sign on the area between 1 Little Lane and 120 Downs Blvd. A notice was also placed in the Communicator.

*Woodland Walk:* We continue to have washing along the Woodland Walk path before the bridge on the Bayberry side. We will be getting estimates to put in either a larger drain or a second drain in the area. We are also having a washing problem from the excess amount of water entering Woodland Walk from Earle Anderson City Park. We will be contacting the City of Clemson to see if they can mitigate the damage.

**Communications Committee Report –Anne Snider (Chair):** Written report submitted:

Website is up and running at [www.cdpoa.com](http://www.cdpoa.com) and [www.cdpoa.org](http://www.cdpoa.org). Clemson Web Design has done a great job! Please let me know if you need anything changed or updated.

Denny has sent important dates regarding finalizing materials to be emailed to the residents in time for the Town Hall meeting as well as final documents that will be mailed prior to the Annual Meeting. I will be preparing those documents. Area representatives will be asked to hand deliver documents to those residents without an email address.

The October Communicator issue should go out by September 28. Please send me any announcements you have no later than September 25.

**Social Committee Report – Diana Manly (Chair):** The POA Christmas dinner will be Tuesday, December 5<sup>th</sup>. Entertainment will be provided by Vince Jackson and David Scherrep. The Committee will provide more information to POA membership soon.

**Cable TV Report –Eldon Blust (Chair):** The Committee is having a difficult time dealing with Vyve in regard to their current upgrade due to our unusual relationship. They can't decide whether to treat us as a commercial entity, which we are definitely not, or residential. We think there has been a breakthrough this week and should have something worked out soon.

**Rental Committee:** No report.

**CARC Board Meeting:** No report

## **OLD BUSINESS**

**Pettigrew (CPA) Update:** Currently Pettigrew is giving us Profit and Loss statements and Balance sheet information. We've asked if we can get something more in line with non-profits.

**Street Light Update:** The City has agreed that two light poles are acceptable: one in front of 344 Kendra Place and one on Little Lane. The question is whether the residents want these in front of their homes? The City has required us to talk with those who would be affected since they have had numerous complaints about the brightness of LED blubs.

**Nominating Committee:** Ann Fuhr and Jan Gallagher have worked to secure several candidates and others have volunteered to run: Martha Grigsby, Sandy Yates, Susan Robinette, Jo Gable, Nancy Palisin, and Webb Smathers. The candidates are to submit their biographies to Anne Snider by September 22nd. There is a suggestion that we ask these candidates to attend the October First Friday to introduce themselves to the community.

**Cincinnati Insurance for Gazebo:** Attempting to get quotes

**Informational Meeting** will be held on October 19 in the Corley Center.

**Joyce Acton – Downs Loop** has requested copies of the July and August minutes where the comments of the cat house have been corrected. The Board apologizes for the misunderstanding, and will certainly comply with Joyce's request.

## **NEW BUSINESS**

**Shed Sale:** The Clemson Downs Volunteers are having the fall Shed Sale on Friday, September 29<sup>th</sup> from 9:00-3:00. A flyer and email were sent to all POA members and CARC this week.

**Chairman Absence:** Denny Walling will be unavailable from September 12 through September 27. Karen McAlister will be in charge of Board decisions until Denny returns.

Motion to adjourn was made by Diana Manly and seconded by Karen McAlister.

Respectfully submitted,  
Virginia Baird