

**Regularly Scheduled Meeting  
CDPOA Board of Directors  
June 12, 2024 | 2:00 pm – Small Dining Room, CARC**

**Board Members Present:** Virginia Baird, Webb Smathers, Diana Manly, Karen McAlister, Jerdone Davis and Nancy Palisin

**Board Members Absent:** Jo Gable (participated by phone)

**Chair Members Present:** Eldon Blust (Cable TV); Anne Snider (Communications and Welcoming)

**POA Members Present:** None

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

**Approval of Minutes – Chairman Baird:** The Chair noted that the minutes of the Board meeting on May 14, 2024 (as corrected to reflect the correct expenditure amount to repair the bank washing at Woodland Walk) had been approved electronically by a majority of the Board members.

**Treasurer Report – Jerdone Davis:** The Treasurer reported that as of May 31, 2014, the balance in the CDPOA account was \$68,029.25; and the balance in the Vyve account was \$30,739.92. A copy of the expense report for May 2024 is attached hereto as Exhibit A and incorporated herein by reference.

**Committee Reports**

**ARC Committee Report – Karen McAlister, Chair:** Karen reported that six homeowner applications were received and recommended by the Committee to the Board for approval, as follows:

*Margaret Worsham – 300 Downs Boulevard:* Outside repairs in same type and color

*Walt and Edie Castro -102 Downs Boulevard:* Repair back concrete slab with epoxy coating

*Chuck and Janet Waugaman – 327 Kendra Place:* Repair back stairs with similar design and color; replace mailbox post

*Martha Grigsby – 45 Hickory Way:* Replace side storm door to garage in same existing trim color

*Webb and Diane Smathers – 602 Downs Loop:* Replace garage door with metal door in same existing trim color

*Susan Hamlin – 1019 Keystone Lane:* Replace side windows; add new garden window; remove AC unit from sunroom and replace wood siding

By motion made and duly seconded, the Board accepted the recommendation of the ARC Committee and unanimously approved all of the above applications.

**Common Properties Committee Report – Nancy Palisin, Chair:** Nancy submitted to the Board the Committee Report, a copy of which is attached hereto as Exhibit B and incorporated herein by reference.

**Communications Committee Report – Anne Snider, Chair:** Anne reported to the Board that the deadline for submission of items for the July *Communicator* is June 21<sup>st</sup> due to her summer travel schedule. Anne will include the summer mosquito fogging schedule in the next *Communicator* issue. The Board also discussed, without decision, the best means for distributing copies of the *Communicator* to POA members. Anne reminded the Board also that the price of a Forever Stamp was going up \$.05 on July 14, 2014.

**Social Committee Report – Diana Manly, Chair:** Diana reported that twenty-five (25) people attended the June First Friday gathering hosted by Marsha and Eldon Blust. The July gathering will be hosted by Sandia Rosche and Wendy Longo.

**Community Cable TV Coordinator Report – Eldon Blust, Coordinator:** Based on the facts set forth in his reports attached to the April and May Board minutes and prior discussions by and with the Board, Eldon recommended that (1) the Board discontinue the offering of Community Cable TV in 2025; and (2) a set of recommendations be made to assist current CCTV subscribers with their transition to internet streaming services. Specifically, he recommended that the Board take the following actions:

Resolved:

1. The Board direct that Community Cable TV (“CCTV”) be discontinued as an offering effective 11:59 PM December 31, 2024 allowing current subscribers a transition period to other services through 11:59 PM February 28, 2025; and
2. The Board direct that the Community Cable TV Coordinator develop and publish for the Community prior to the regular Board Meeting for the month of August a set of general recommendations to assist current CCTV subscribers with their transition to Internet streaming services to access their desired video programming/content.

By motion made and duly seconded, the Board unanimously approved the recommendations of the Community Cable TV Coordinator as stated in the above Resolution.

**Rental Committee Report – Cindy Horton:** By written report, Cindy Karen reported the following matters to the Board:

*7 Little Lane:* Cindy did talk with the homeowner, Malinda Bates, who confirmed the lease is being renewed and signed. A rental request approval form was submitted to the Board.

*12 Birch Place:* This townhouse is on the website for rental.

*302 Downs Boulevard:* The current lease is good through October 31, 2024. A rental request approval form was submitted to the Board.

*620 Downs Loop:* The current lease is good through December 31, 2024.

Cindy also asked that if any POA members had information on other rentals, specifically on 503 Downs Loop or 34 Hickory Way, to please let her know.

**Report from CARC Board Meeting – Anne Snider:** Anne reported that CARC was at full capacity on all levels with waiting lists for all levels of care.

**Old Business– Chairman Baird:** The Board discussed, without resolution, the following issues:

*Attorney Retainer:* Whether the ByLaws should be revised to delete this requirement.

*Rental policy:* The pros and cons and legality of adopting a restricted rental policy within the Downs.

*Lawn Care policy:* What actions should and can the Board take to require lawns and yards be better maintained. A standard letter to CDPOA members containing information from Section 12 of the Restrictive Covenants regarding upkeep of both homes and yards will be drafted for the Board's approval. This information will also be included as a reminder in the Communicator.

By motion made and duly seconded and approved, the meeting was Board was adjourned at 3:05 pm.

Respectfully submitted,

Marion Sieffert  
Asst. Secretary

**CDPOA BOARD 2024 BUDGET -- EXPENSES**

	2024 Budget	January 2024 Expenses	February 2024 Expenses	March 2024 Expenses	April 2024 Expenses	May 2024 Expenses	Total 2024 Expenses	Remaining Budget
<b>EXPENSES</b>								
<b>Administrative:</b>								
Insurance	\$3,165.00	\$0.00					\$0.00	\$3,165.00
Attorney	\$2,000.00	\$0.00					\$0.00	\$2,000.00
Tax prep	\$500.00	\$0.00					\$0.00	\$500.00
Accounting Fee	\$1,200.00	\$0.00	\$200.00	\$100.00	\$100.00	\$100.00	\$500.00	\$700.00
Copies/Stamps/Envelop	\$2,000.00	\$69.26	\$152.90	\$34.70	\$269.50	\$7.00	\$533.36	\$1,466.64
Website	\$1,600.00	\$0.00				\$46.34	\$46.34	\$1,553.66
Social	\$1,166.00	\$0.00			\$180.00		\$180.00	\$986.00
Other Projects	\$544.00	\$0.00						\$544.00
<b>Total Operating Expense:</b>	<b>\$12,175.00</b>	<b>\$69.26</b>	<b>\$352.90</b>	<b>\$134.70</b>	<b>\$549.50</b>	<b>\$153.34</b>	<b>\$1,259.70</b>	<b>\$10,915.30</b>
<b>Administrative</b>								
<b>Property:</b>								
Irrigation Water	\$450.00	\$57.85		\$23.09	\$42.97	\$0.00	\$123.91	\$326.09
Mowing Contract	\$18,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$7,500.00	\$10,500.00
General Property	\$11,000.00	\$0.00			\$500.00	\$470.00	\$970.00	\$10,826.09
Total Operating	<b>\$29,450.00</b>	<b>\$1,557.85</b>	<b>\$1,500.00</b>	<b>\$1,523.09</b>	<b>\$2,042.97</b>	<b>\$1,970.00</b>	<b>\$8,593.91</b>	<b>\$20,856.09</b>
<b>TOTAL OPERATING EXPENSE (TOE)</b>	<b>\$41,625.00</b>	<b>\$1,627.11</b>	<b>\$1,852.90</b>	<b>\$1,657.79</b>	<b>\$2,592.47</b>	<b>\$2,123.34</b>	<b>\$9853.61</b>	<b>\$31,771.39</b>

(Exh A)

Clemson Downs POA Board Meeting  
Common Properties Committee Report  
June 11, 2024

**Overhanging Limb Removal** —

Nancy Palisin followed up with Ann Sullivan (Newton Law Firm) regarding "Tree Cutting Protocol" on Monday, June 10, 2024. Ann has found nothing more regarding tree limb encroachment in her research of South Carolina case laws. Her advice as well as the advice of another POA attorney in her firm is to stay clear of providing any advice to residents regarding tree encroachment. As a volunteer POA Board that is not our responsibility and it was wise to remove the Q&A reference. Regarding tree limb encroachment between a resident's property and POA common property, it really has to be handled on a case by case situation because South Carolina hasn't defined "vertical air rights" along property lines, but does have statutes regarding mutilating, defacing, or injuring a tree on the property of another. The guidelines given by the Charleston law firm article by Futeral & Nelson, LLC "Dealing with our South Carolina Neighbor's Falling or Overhanging Trees", April, 2015, gives good general guidelines to us to consider: 1. Confirm your boundary lines; 2. Communicate with your neighbor; 3. Consult with a certified arborist to see if tree is a hazard and in danger of falling or dropping heavy branches; 4. Consult with a professional tree service that is insured and agrees to indemnify you for any claims for damage to the tree. Also, get any consultation recommendations in writing.

**Pines Along Property Line by the Gazebo** —

Ryan Smith & crew have cut the ivy and other vines from the pine trees on common property by the gazebo; removed overgrowth and excess ivy in front of the pines; and removed dead plants by the gazebo. Cost \$285.00

**Irrigation Leak** —

The irrigation pipe leak along the sidewalk to the gazebo next to 17 Downs Loop was repaired by Ryan Smith; cost \$185.00

**Woodland Walk Erosion** —

Ryan Smith's crew will work on the "Creek Clean Out" as soon as creek water reaches an optimum low point for working in the water.

CPC member Chuck Waugaman has obtained a mock-up for a 12" x 18" warning sign to be attached to the whirlpool area fence at a cost of approximately \$35.

**Woodland Walk Mulching** —

One of our Clemson student volunteers worked on spreading the remaining mulch at the culd-e-sac end of the Woodland Walk, but was not able to finish it before leaving for his summer internship. CCP will work on gradually finishing the mulching.

(EXIT B)