

Regularly Scheduled Meeting
CDPOA Board of Directors February 11, 2025 2:00 pm-Small Dining Room, CARC

Board Members Present: Webb Smathers, Diana Manly, Karen McAlister, Jo Gable, Nancy Palisin, Jerdone Davis, Lois Torlina
Board Members Absent: None

Chair Members Present: Anne Snider (Communications and Welcoming); Sandi Waskowski (Rental)
POA Members Present: None

Call to Order: President Smathers called the meeting to order at 2:00 pm. A quorum was present.

Approval of Minutes: By motion made and duly seconded, the Board members present unanimously approved the minutes of the Board Meeting on January 14, 2025

Treasurer's Report: Jerdone submitted, in advance, a written Treasurer Report, a copy of which is attached hereto as Exhibit A and incorporated herein by reference.

Committee and Coordinator Reports:

ARC Committee-Karen McAlister, Chair

The committee reported three requests for new roofs and one request for a new mailbox. The committee recommends residents contact Brian Ferry or a contractor of their choice. She suggested that the requirements for mailboxes be published in the Communicator again.

Common Properties Committee-Nancy Palisin, Chair

Nancy reported on progress towards the completion of the Woodland Walk Bridge and the ongoing work with the C U School of Architecture Design-Build students helping with this project.

Matt Simmons has been paid for removing one tree from Woodland Walk and one tree removal was paid for by donation. Nancy is working with Mullinax Tree Service to evaluate the need for removal of several other trees.

The next bridge meeting will be February 28.

Communications Committee-Anne Snider, Chair:

Anne reported that the directory is now at CARC to be printed. We still do not have emergency information for all residents. The information we have has been distributed to street representatives to be accessed in emergencies.

Social Committee-Lois Torlina, Chair:

Lois reported an attendance of 23 at the February First Friday. Spring Social is set, and the flyer is going out this week. The board discussed suggestions for more opportunities for social interaction.

Rental Committee-Sandi Waskowski:
Sandi reported no changes from last report.

Old Business-President Smathers:

The Board approved the contract for the bridge design and construction. President Smathers and Common Properties Chairman Palisin are checking on adjustments to insurance coverage for the bridge, the gazebo and the garden house. Anne Snider is working on a notebook for each officer with information pertaining to each office. The notebooks would be kept current and passed to each new officer.

The Board received information about a program called Ducks in a Row which is designed to help individuals organize their important information for their heirs. The information will be sent out to all residents when the courses are next offered.

Meeting was adjourned.

CDPOA TREASURER'S REPORT

February 11, 2025

Your treasurer has been busy during the month of January and the beginning of February 2025 to keep our accounts updated.

BANK TOTALS, BOTH VYVE ACCOUNT AND CDPOA ACCOUNT:

As of 01-31-25, the #5549 account had \$75,946.00. Throughout January and into February, I have made frequent deposits with the CDPOA fee checks coming in. As of Saturday afternoon, 02-08-25, I have deposited a total of \$31,980.00. Outstanding fees total \$9,600.00 from a remainder of 32 people who have not yet paid the yearly dues.

As of 01-31-25, the Vyve account had a remainder of \$7,445.73.

GOOGLE DRIVE

I have created a folder on Google Drive "CDPOA Financials 2025" and have created the following sub-folders:

- *VYVE Statements-SS-2025
- *SPREADSHEETS – TREASURER'S – 2024 AND 2025
- *Special Projects (which contains a running account of donations and payouts for the Woodland Walk project)
- *Invoices
- *CDPOA TREASURER REPORTS-2024-2025
- *5549 SouthState Statements-2025

People who have access to these folders are Editors = Webb Smathers, Jerdone Davis, Eldon Blust, and Ashley Crenshaw (Lindley-Pettigrew); Viewers = Marion Sieffert, and Nancy Palisin. If there are others who should be privy to these folders, tell me and I will add them. If any I have designated above should not have access, I can delete them.

IRS INVOICE WITH FEES:

In my email to Ashley Crenshaw (LP contact) on 02-04-2025, I asked again about the IRS fee that they recommended we do NOT pay and what is the status of that outstanding fee. See her response below under "Lindley-Pettigrew Accounting Firm: Communication."

LINDLEY-PETTIGREW ACCOUNTING FIRM PROPOSAL

Thank you for voting on my proposal to continue with Lindley-Pettigrew. Ashley Crenshaw made the corrections on the agreement regarding the contact person (from Denny Walling to Webb Smathers). Webb will sign the form for this year's coverage by Lindley-Pettigrew. The new fee has increased from \$100 per month to \$120 per month (inclusive of bookkeeping and tax preparation). I had held the January payment until decisions were made, and an underpayment was made; so, I will owe LP \$20.00, plus one entire payment.

COMMUNICATION

I emailed Ashley Crenshaw regarding the new Google Drive folder. She responded with this on 2-5-25:

I do have access to the 2025 folder!

Just an FYI, Art stated that the donations you are receiving for the hurricane damage has to be counted as

income because you are not a charitable organization. As you begin work on that project, they will be counted as expenses to reduce that income. Did you get to talk to him about that? I remember giving him your contact information to get in touch with you.

For the tax returns, you can imagine I'm working tirelessly to get everyone squared away. When I get everything caught up for you all, I can let you know.

We can schedule a meeting to review the bookkeeping (from my side) to submit to Art for the taxes. You can bring the 1099 INT then.

SOUTHSTATE BANK ACCOUNTS and PROPOSAL

At present, Anne Snider and I can sign on these accounts. Anne is asking to be removed from the accounts, but I need an additional person on those accounts. I propose that Webb Smathers, our president, sign on. It is not wisdom for one person to have sole control of these accounts.

Attached please find the Budget Expense report for January 2025 as well as for 2024 through December. The 2025 spreadsheet includes the Woodland Walk monies' collection with GoFundMe (GFM) fee and payouts, showing taxable income.

Respectfully submitted,
Jerdone Davis
Treasurer, CDPOA
02-11-2025

Attachments

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	CDPOA BOARD 2025 BUDGET -- EXPENSES																	
2		2025	January	February	March	April 2025	May 2025	June 2025	July 2025	August	September	October	November	December	Total 2025	Remaining		
3		Budget	2025	2025	2025	Expenses	Expenses	Expenses	Expenses	2025	2025	2025	2025	2025	Expenses	Budget		
4		EXPENSES																
5		Administrative:																
6	Insurance	\$3,165.00	\$0.00												\$0.00	\$3,165.00		
7	Attorney	\$2,000.00	\$0.00												\$0.00	\$2,000.00		
8	Accounting: Bookkeeping & Tax	\$1700.00	\$60.90												\$60.90	\$1639.10		
9	Copies/Stamps/Other	\$2,000.00	\$96.56												\$96.56	\$1,903.44		
10	Website	\$1,600.00	\$0.00												\$0.00	\$1,600.00		
11	Social	\$1,166.00	\$0.00												\$0.00	\$1166.00		
12	Total Operating Expense: Administrative	\$11,631.00	\$157.46												\$157.46	\$11,473.54		
13	Property:																	
14	Irrigation Water	\$450.00	\$15.23												\$15.23	\$434.77		
15	Mowing Contract	\$21,000.00	\$1,500.00												\$1,500.00	\$19,500.00		
16	General Property Maintenance	\$11,100.00	\$0.00												\$0.00	\$11,100.00		
17	Total Operating Expense: Property	\$32,550.00	\$1,515.23												\$1,515.23	\$31,034.77		
18	TOTAL OPERATING EXPENSE (TOE)	\$44,181.00	\$1,672.69												\$1672.69	\$42,508.31		
19	2024-2025	WOODLAND	WALK	DONATION	AND	INS. PAY			GFM FEE	PAYOUTS								
20	DATES	Sept. 24	Oct. 24	Nov. 24	Dec. 24	Jan. 25	Feb. 25	TOTALS							Taxable TOTAL			
21	CDPOwners Income		\$3,875.00	\$450.00	\$280.00	\$100.00	\$1,000.00	\$5,705.00							\$5,705.00			
22	Cincinnati Insurance Pay	\$3,282.00						\$3,282.00										
23	GoFundMe Income		\$3,536.93					\$3,536.93	\$113.07						\$3,423.86			
24	Mod.Wdmen of Am.				\$1,135.15			\$1,135.15		\$1,135.15	D. Bagwell							
25	Other Donations				\$100.00	\$50.00		\$150.00							\$150.00			
26								\$13,809.08							\$9,228.86			

Clemson Downs POA Board Meeting
Common Properties Committee Report
February 11, 2025

Update on Common Property Trees —

Matt Simmons returned our check and asked for a new one made out to Matt Simmons. He delivered the voided check and provided an invoice for our records.

Update on Woodland Walk and Bridge —

*As of last donations there is \$12,673.93 in the Bridge Fund. Overage can be used for fencing. Would like to have Mullinax come out and assess the trees near the bridge and get a quote on removal of the trees laying across the creek after Helene.

*On Friday, February 7, 2025 in place of our monthly meeting, 8 members of the CPC plus CDPOA president Webb Smathers attended the Schematic Design meeting with Dan Harding and students. The architecture students have been divided into 4 teams with each member responsible for specific studio operations. A list of the Studio Operations and Design Teams Structure will be shown to the Board on Feb.11.

All of the students had created models of their bridge designs. They filled an entire table and were most impressive. Four schematic models were chosen by each of the 4 teams to present to us as possibilities for us to consider. There might be parts from each that we would like. Dan stressed this design process is not a competition, but rather a way to come up with the most ideas and narrow them down to what was felt to be the most workable schematics. Each CPC member will review what was presented and submit feedback to chairman Nancy Palisin, who will send our collective thoughts back to Dan Harding. A few of the physical characteristics that had very positive reaction are: using the Corten steel that rusts into a weathered protective feature; using a fiberglass grating flooring that is nonslip, corrosion-resistant, maintenance-free and lightweight. (small holes in the grating allow water to drain efficiently while ensuring smooth passage); using the Downs lotus logo in the entryway floor to the bridge or on a center side panel identifying the WW and bridge as a part of Clemson Downs; using leftover sheet metal scraps to create unique small benches or planters; using vertical spindles (like the diameter of rebar) as the siding rather than horizontal or diagonal siding that is more climbable.

The foundation of the bridge will be constructed using Diamond Piers that keep existing soil intact. Because these piers are easily removed, they are not considered permanent, which satisfied city stormwater manager Ethan Barnett's criteria for not disrupting the current foundation soil. The next step is a structural survey, which will be conducted by Britt Peers & Assoc, Greenville

CPC members were extremely impressed with the professionalism and dedication of these design-build students. Our project is in Good Hands.

Possible Drainage and Termite problem on Birch

During a routine termite inspection at a neighbors, the rootball left behind 7 Birch Place was discovered to have live Vyve wires intertwined. Vyve will be sending people to remove the wires, after which it is important to have the rootball removed. It is felt that termites are likely to invade the rootball area and heavy rains may cause flooding.