

Regularly Scheduled Meeting
CDPOA Board of Directors
March 11, 2025 | 2:00 pm – Jackson Room, CARC

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

Chair Members Present: Anne Snider (Communications and Welcoming): Eldon Blust (Community Cable TV Coordinator)
Chair Members Absent: Sandi Waskowski (Rental)

Others Present: Marion Sieffert (Assistant Secretary); Ann Fuhr (POA Member)

Call To Order: President Smathers called the meeting to order at 2:00 pm. A quorum was declared with all Board members present.

Approval of Minutes: By motion made and duly seconded, the Board members present unanimously verified prior approval of the minutes of the Board meeting from February 11, 2025.

Treasurer Report: Jerdone submitted a written Treasurer Report through March 11, 2025, a copy of which is attached hereto as Exhibit A and incorporated herein by reference. By motion made and duly seconded, the Board by unanimous vote of members present accepted and approved the Treasurer Report.

President's Report: President Smathers reported that following a conversation with the Board's approved accountant, any future solicitations for donations should be conducted through a tax-exempt 501(c)(3) entity.

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

- 405 Bayberry Lane: replace kitchen window*
- 401 Bayberry Lane: repaint exterior including walkway*
- 1021 Keystone Lane: add steps in back of house*
- 306 Downs Blvd: repaint exterior*

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 reported that the CPC Committee approved purchase of Weatherproof, Cast Iron, All Metal bench to replace the destroyed wooden and concrete bench in the Woodland Walk. Cost \$106.99. It is the same look and model as the other bench in the Woodland Walk closest to the cul-de-sac and also the same as the bench at beginning of Birch Place.

After email CPC and CDPOA Board vote approval, the request for Mullinax to remove the fallen tree cluster lying dangerously across the creek by the last bench along the WW path, has been put on their schedule. This includes removing all 4 fallen trees and debris as well as grinding several stumps at the WW cul-de-sac. Cost \$1,800.00.

CPC Committee reviewed final bridge presentation update sent to us by Project Management Team. They are waiting for report from structural engineers and the survey team in order to get the documents necessary to apply for the permit from the Clemson City stormwater office overseen by Ethan Barnette. The intention is to begin construction on March 24th with a project completion goal of April 23rd, and a presentation (ribbon cutting) after the bridge is complete. Some of the questions from CPC members about actual length of bridge and live/dead load for bridge cannot be answered until the final report from the surveyors and engineers. The Committee, in conjunction with Board Social Chairman, Lois Torlina, has been discussing the possibility of having a ribbon cutting ceremony once the new bridge is installed.

Committee members split up bench cleaning assignments for this spring. Volunteers are encouraged to assist in this project.

Joe Merck and Gary Newkirk suggested a rotation for art in the Garden House. Any POA member who wishes is welcome to display their art in the Garden House on a rotating basis.

Communications Committee Report – Anne Snider, Chair: Anne reported the deadlines for the April *Communicator* are March 24 for submission of items to be included and March 27 for submission to CARC for copying. Anne also advised that the CDPOA portion of the Directory has been sent to CARC for inclusion, but the new Directory had not yet gone to the printer. Members are reminded that the most recent version of the Directory is posted on the CDPOA website under Our Community - CDPOA Directory. The password is CD29631POA. There is one file sorted by last name and one by street and both are ready to be printed. Items changed or added after the printing of the Directory will be highlighted in pale yellow.

Social Committee Report –Lois Torlina: Lois reported 30 people attended the February First Friday gathering of 2025, and that 63 members had signed up so far for the Spring Social to be held March 25.

Community Cable TV Coordinator Report – Eldon Blust, Coordinator: Eldon submitted the following status report on the Vyve Account:

02/16/2025 Vyve Broadband (“Vyve”) automatically drafted Vyve Pass Through Account (“Vyve Account”) \$3,031.16 paying Vyve through 02/28/2025 leaving a balance of +/- \$4,414.57.

02/28/2025 Official last day of CCTV service. Some service may continue until Vyve gets around to turning it off for the few remaining Subscribers. Eleven Subscribers have opted to continue with Expanded Basic Service provided directly by Vyve.

03/03/2025 Vyve tenders invoice in amount of \$3,031.16 giving notice that it will automatically draft Vyve Account in that amount on 03/15/2025 paying for service through 03/31/2025. As the arrangement with Vyve is terminated effective 03/20/2025, this would overpay Vyve for 11 days of service.

03/04/2025 CCTV Coordinator disabled automatic drafting of Vyve Account. Vyve will now issue a Final Bill in the correct (prorated) amount for March. This Final Bill, which will likely appear at the end of March, will need to be paid manually by CDPOA. After manually paying Final Bill, CDPOA closes Vyve Account by transferring any remaining balance to its general fund.

President Smathers and the entire Board expressed their gratitude and indebtedness to Eldon for the many, many hours of service and hard work he has generously provided to the Board and the POA membership in his role as Community Cable TV Coordinator.

Rental Committee Report – Sandy Waskowski: Prior to the meeting, Sandy presented a written report to the Board, as follows: there are currently three (3) rental properties: 12 Birch Lane, 620 Downs Loop and 7 Little Lane. All are in compliance with the POA Rental Policies except 7 Little Lane.

Report from CARC Board Meeting – Anne Snider: The CARC Board will hold its annual shareholders meeting on March 27 at 2 pm in the large conference room at the Corley Center. Three new Board members will be elected at the meeting.

Old Business– President Smathers: No report

New Business – President Smathers: President Smathers announced the formation of an Ad Hoc Committee for Officer and Committee Chair Information consisting of Board members (Diana Manly, Nancy Palisin, and Jerdone Davis) and ex-officio members (Anne Snider and Marion Sieffert).

President Smathers then recognized and gave the floor to Ann Fuhr, a prior Board member and current POA member. Ann wished to express her concern about the conservation and sustainability status of the Nature Conservancy of the Downs, including Woodland Walk and concerning mosquito fogging. Ann has been attending meetings held by the City of Clemson on such matters and urges POA members to attend these meetings. The Board gave general approval to the idea of asking a city official to present an educational forum here at the Downs to help raise our awareness of these issues. The Board expressed its gratitude to Ann for her efforts in this regard and for bringing this to the Board's attention.

The meeting was adjourned at 3:25 pm.

Respectfully submitted,

Marion Sieffert
Asst. Secretary

CDPOA TREASURER'S REPORT

March 11, 2025

BANK TOTALS, BOTH VYVE ACCOUNT AND CDPOA ACCOUNT:

As of 02-28-25, the #5549 account had \$91,366.54.

As of 02-28-25, the Vyve account had a remainder of \$4,414.96.

CDPOA FEE COLLECTIONS:

During the month of February, I collected/deposited \$15,390.00 in CDPOA fees.

There are a few properties outstanding. I'm working on phone numbers and emails to contact family members, PoAs, etc. We are missing 5 properties.

SOUTHSTATE BANK ACCOUNTS and PROPOSAL (This is outstanding.):

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 February 2025. The 2025 spreadsheet includes the Woodland Walk monies' collection with GoFundMe (GFM) fee and payouts, showing taxable income. However, Webb has met with our Lindley-Pettigrew tax accountant, Art Tompkins.

Respectfully submitted,
Jerdone Davis
Treasurer, CDPOA
03-11-2025

Attachment

| | 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 | \$10.00 | | | | | | | | | | | \$10.00 | \$3,155.00 | | |
| 7 | Attorney | \$2,000.00 | \$0.00 | \$0.00 | | | | | | | | | | | \$0.00 | \$2,000.00 | | |
| 8 | Accounting: Bookkeeping & Tax | \$1700.00 | \$60.90 | \$360.00 | | | | | | | | | | | \$420.90 | \$1279.10 | | |
| 9 | Copies/Stamps/Other | \$2,000.00 | \$96.56 | \$0.00 | | | | | | | | | | | \$96.56 | \$1,903.44 | | |
| 10 | Website | \$1,600.00 | \$0.00 | \$0.00 | | | | | | | | | | | \$0.00 | \$1,600.00 | | |
| 11 | Social | \$1,166.00 | \$0.00 | \$0.00 | | | | | | | | | | | \$0.00 | \$1166.00 | | |
| 12 | Total Operating Expense: Administrative | \$11,631.00 | \$157.46 | \$370.00 | | | | | | | | | | | \$527.46 | \$11,103.54 | | |
| 13 | Property: | | | | | | | | | | | | | | | | | |
| 14 | Irrigation Water | \$450.00 | \$15.23 | \$4.62 | | | | | | | | | | | \$19.85 | \$430.15 | | |
| 15 | Mowing Contract | \$21,000.00 | \$1,500.00 | \$1,800.00 | | | | | | | | | | | \$3,300.00 | \$17,700.00 | | |
| 16 | General Property Maintenance | \$11,100.00 | \$0.00 | \$0.00 | | | | | | | | | | | \$0.00 | \$11,100.00 | | |
| 17 | Total Operating Expense: Property | \$32,550.00 | \$1,515.23 | \$1,804.62 | | | | | | | | | | | \$3,319.85 | \$29,230.15 | | |
| 18 | TOTAL OPERATING EXPENSE (TOE) | \$44,181.00 | \$1,672.69 | \$2,174.62 | | | | | | | | | | | \$3847.31 | \$40,333.69 | | |
| 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 | \$1,150.00 | \$1,300.00 | | | | | | | \$1,300.00 | | | |
| 26 | | | | | | | | \$14,959.08 | | | | | | | \$10,428.86 | | | |