

**KIAWAH ISLAND COTTAGE OWNERS ASSOCIATION
THIRTY-THIRD ANNUAL MEETING
April 25, 2009**

Call to Order:

Colonel Joseph Evangelist called the Thirty-Third Annual Meeting of the Kiawah Island Cottage Owners' Association, Inc. to order at 10:00 a.m. on Saturday, April 25, 2009. The meeting was held at Town Hall, 21 Beachwalker Drive, Kiawah Island, SC 29455.

Proof of Proper Notice:

The presence of the following owners and the fact that the meeting notices were mailed in accordance with the Cottage Owners' Covenants and Restrictions, constituted a quorum for conducting business:

<u>Attendees</u>	<u>Address</u>	<u>Attendees</u>	<u>Address</u>
Mr. & Mrs. Thorn	1028	Colonel Joseph Evangelist	1025
Mr. John Connolly	1020	Gen. Paul Glazar	1057
Mrs. Susie Oringel	1208	Mrs. Bobbie Bees	1096
Mrs. Kathleen Reid	1084		

Also in attendance was Ms. Lynn Rentz representing the Managing Agent, Ravenel Associates.

Approval of the Minutes

A motion was made by Gen. Paul Glazar and seconded by Mrs. Susie Oringel and carried to approve the 2008 Annual Meeting Minutes as presented.

Old Business

There was no old business to discuss.

Report of the President

Col. Evangelist stated that the tree trimming was an eight year program that was completed in four years. We are now starting on an annual maintenance program. Col. Evangelist explained that the association has elected to trim the trees in the front of association properties. The maintenance of trees on Duneside Road and Kiawah Beach Drive are the responsibility of KICA. All roads and paths belong to KICA.

You will notice that this year the association installed a new fence at the pool and we are looking at upgrading the Pool House next year.

The board decided to increase the pool fees for both Duneside I and Duneside II this year to \$195.00 per unit to better reflect the true operating costs. The board also decided to increase the association dues by \$5.00 a quarter for our members. The quarterly dues will be \$325.

At this time we have seven accounts in delinquent status, of concern are three accounts only. One account is already in lien status and the Board has decided to file liens on two other accounts. The position of the board is that once an account is more than two quarters behind then all services are stopped and a lien filed.

For the past two years the board has been working on approving new paint colors and has succeeded. Everyone should have received a letter from the board of directors with the list of

colors approved by the board as well as the ARB. If you would like to review this list it has been posted on our website at www.kicoa.org.

Paul Glazar has done a great job on the upgrading of the website you will notice that it is much more appealing than before.

When you receive your annual packet after the meeting, along with the meeting minutes you will also receive an information request form to fill out for emergency contact information. It is very important for the association to have these forms completed and returned to the Manager so that we have updated information on file, including your email address.

Along with the new fence at the pool there is a new bike pad and rack which will be completed once the larger rack is installed. The board feels the new gate enhances the safety of the pool area. The code will be established in May and sent out in May to all homeowners and rental companies. The board has concerns that the rental agents will give out the code to renters other than those staying at Duneside I, Dunesdie II and Kiawah Island Cottage Owners Association. The board of directors would like to ask that all homeowners and rental agencies post the rules and regulations in the unit for renters and guests to be aware of.

This year we have had eleven request and approvals for modifications to the exterior of units. If you have any questions in reference to modifications please contact Ms. Lynn Rentz at 843-266-3913.

On the Manager's report you will see that three units sold this past year.

The next annual meeting will be Saturday, April 24, 2010. The Board Meeting will be Friday, April 23, 2010. The mid year Board meeting is to be announced.

I would like to thank the Board for all of their work on behalf of the members of KICOA. And I would also like to thank Ms. Lynn Rentz for all of her hard work on behalf of the members and board. We have had a good year and we hope to continue on this course.

Report of the Treasurer

The Treasurer's Report was given by Mr. Connolly. Mr. Connolly stated that if you look at the last two pages of your meeting booklet you will find the proposed budget and reserve schedule for this year. You will notice that there is an increase of 1.5% in dues. There are a couple of big expense items, such as management and landscaping maintenance that increased about 9% this year which seems like a lot but have not increased in several years. We make a \$10,000.00 contribution each year to the capital reserve.

The association did well this year on managing expenses. However with some of the expected increases in expenses, the new assessment for this year will be \$325.00 per quarter.

The reserve analysis is a history of what we spent on capital improvements over the past few years. Next year we are looking at a major expense for upgrades to the pool bathrooms. The board will first have the structure assessed in order to determine if we can just upgrade the existing building or if we will need to build a new structure entirely. Our goal is to work on the structural assessment by the mid year meeting.

Gen. Glazar stated that he would like to implement a committee to review and work on the reserve schedule for the future needs.

Gen. Glazar made a motion to accept the President's and Treasurer's reports as given. The motion was seconded by Mrs. Oringel and passed.

Manager's Report

The Manager's report is attached to and becomes a part of these minutes.

Ms. Rentz explained that all modifications must first be addressed to the board of directors at KICOA for approval then once the request is approved the next step is the ARB then the county. Please remember that not all modifications that you see are approved so you should always contact your board of directors or the manager first. The ARB is the final decision maker, but they will not even look at a request until the board of directors at cottage owners has made a decision first.

Gen. Glazar made a motion to except the Manager's report as presented, the motion was seconded by Mrs. Oringel and passed.

New Business

Col. Evangelist stated that this year the board will be assessing the updating of the Pool House. There is definitely work that needs to be done such as rot and flooring. We would like to get as maintenance free as possible. Once the bathrooms are complete we will have a pool area that will last for another 25 years. The new fence at the pool is similar to the fence at the sandcastle but much stronger.

Next item to be addressed this year are the street lights. The poles were replaced with fiberglass a few years ago and the ballast are all in pretty good shape. However the wiring is thirty years old and just buried in the ground with no protection and we are starting to have problems and will need to address this.

Homeowner stated that she had two pine trees at front of her cottage and asked what the procedure to have them removed was. Col. Evangelist stated that she would need to contact the ARB before removing any trees. Ms. Rentz stated that if the homeowner would call her office on Monday she would be happy to give her the information and forms she had on file for vegetation removal.

Homeowner asked as to the pinestraw and if it had been put down this year. Col Evangelist stated that the pine straw would be put out in June as is done every year. And noted that pinestraw is a very large expense and recommended that homeowners plant more vegetation and ground cover in front of their units to lesson the amount of pinestraw needed throughout the property.

Mrs. Bees complimented the board on the new website and stated she thought it was much nicer.

Question was asked as to why meeting notice was mailed certified mail. Homeowner stated it was too much trouble and took longer to receive. Col. Evangelist explained that the covenants and bylaws stipulate that the meeting notice and agenda must be mailed by certified mail thirty days prior to the meeting. In 2006 the Board amended the bylaws from registered mail to certified mail because it cost less than the original registered mail. In order for us to have a quorum we need the certified return receipt to conduct business.

Budget

Gen Glazar made a motion to approve the budget as proposed, the motion was seconded by Mrs. Oringel and passed.

With no further business to discuss, a motion was made, seconded and carried to adjourn at 11:05am.

Respectfully submitted,

Lynn Rentz, Manger
Kiawah Island Cottage Owners Association