

Manchester Park
Annual Meeting
Covenant Community Church
1302 Old Orangeburg Road
August 21, 2018
7:00 PM

The meeting was called to order at 7:05 PM by Tony Banco, President of the HOA board. Tony noted that we did not have a quorum and stated that he would make a motion to close the meeting and then reopen the meeting with a quorum of 5% of the community present in order to continue. Tony made the motion to close the meeting, it was seconded, and the meeting was closed at 7:06 PM. The meeting was called to order at 7:06 PM with a quorum of 5%.

Once quorum of 5% was established, Tony provided the proof of notice of the meeting and proceeded with an introduction of the Board.

- Tony Banco, President
- Joanne Benson, Secretary
- Thomas Smith, Vice President
- Karen Brooks, Treasurer
- Jim Harvey, Member at Large

The purpose of the meeting was shared:

- Review of projects for the year
- Financial report
- Election of board members to replace outgoing board members, Joanne Benson and Karen Brooks – 2 members for 3-year terms each
- Questions/Discussion

Project Review: Tony reviewed the accomplishments of the board from August 2017 through August 2018:

- Updated the Rules & Regulations to align to our community
- Updated the Architectural Guidelines to align to our community
- Renegotiated contracts
- Lowered annual fees
- Established avenues of communication with members: bi-annual newsletter and website www.manchesterparkhoa.com

Maria Toney from MJS provided the members with a financial report – 2017 end of year review and a 2018 end of year projection. Details can be shared by MJS. She noted that the 2018-19 budget meeting with the HOA board would happen in September 2018.

Election of Directors – no members had notified MJS of their intent to run. Karen Brooks shared her intent to run from the floor. Angie Peters shared her intent to run from the floor – both members were elected unanimously.

General Discussion – Tony noted his goal for 2018 was to make the neighborhood into a true community – with more focus on community activities, etc. Items shared by the community:

- The idea of making one of the annual block parties a community event
- The idea of creating a yard of the month
- The idea of sending out/sharing a survey on the web to get member input on what they'd like to see
- Questions about violations and how they are reported and dealt with by MJS and the board. All documents and forms are housed on the website and MJS can share forms with the members on request.
- Questions about Architectural changes to property were shared – all major changes to the exterior of homes should go through the architectural approval process. All documents and forms are housed on the website and MJS can share forms with the members on request. Multiple changes can be applied for via one Architectural Application.
 - o A discussion on Solar Panels was held – Maria Toney updated members on the latest programs and regulations and shared SCE&G's website for members to get more information. To date, no applications for solar panels have been received for our community. The board will review when applications are received.
- Question about investors/rental companies was shared – Manchester Park By-Laws note that 'For Rent' signs are not allowed in the community. However, we cannot prevent homeowners from renting out their properties.

With no further discussion, Jim Harvey made a motion to close the meeting, motion was seconded and the annual meeting was adjourned at 8:22 PM.

Respectfully submitted,

Joanne Benson

Joanne Benson
Secretary