

SILVERWOOD PLANTATION HOMEOWNER'S ASSOCIATION, Inc.
Meeting Minutes– October 19th, 2023
7PM Clubhouse

Board Members Present:

President – Denise McCorkhill

Vice President-

Treasurer-

Recording Secretary- Cheryl Brown

Corresponding Secretary- Shea Regian

Residents Present:

Call to Order / Welcome- 7:00PM

Approval of Minutes By the board members present.

SPHA Officer Reports

• **President**

❖ **Resident interactions:**

- September 443
 - 302 emails
 - 27 in person
 - 52 phone calls
 - 59 USPS
 - 3 Facebook
- October 566
 - 247 emails
 - 7 in person
 - 30 phone calls
 - 280 USPS
 - 2 Facebook
- Year to date 5,133
 - 3,611 emails
 - 353 in person
 - 689 phone calls
 - 459 USPS
 - 21 Facebook

❖ **Gym Interactions**

- Not available at this time.

❖ **Message board**

- The lawsuit has been sent.

❖ **Lake fountain/lights**

- The fountain on Cypress has been fixed. Our electrician pulled it out and found that there was a trash bag wrapped around the motor as well as a fishing lure inside of the fountain.

❖ **Clubhouse**

- With the new system for the front door, residents who use the Clubhouse for events will now have to provide a key card number so we can gain them access for their event.
 - Clubhouse instructions have been updated as well as the Clubhouse reservation sheet adding “key card #” on the form.
- The two exit signs have been replaced with new ones.

❖ **Gym/Tennis Court**

- Issues with gym being left a mess.
- A new entry system has been installed for the gym.
- We have put a notebook in the gym for residents to report if there is anything out of place or destroyed to try to put an end to the mess that is being left behind and to leave the time so we can pull the cameras back.
- New tennis nets for the tennis court have been received.
- We have added new items to the gym on the recommendations of the committee and based on the approved 2023 budget:
 - Bluetooth speaker
 - Dip station
 - 10 new yoga mats
 - 3 new weight belts in sizes x-small, small and medium.
 - 3 new exercise bands
 - 20lb kettle bell
 - 25lb kettle bell
 - 30lb kettle bell
 - 35lb plate
 - 45lb plate
 - 4lb medicine ball
 - First aid kit
- In the process of ordering two new fitness center rule stickers from Edwards Interior Graphics.
- The exit sign has been replaced with a new one.

❖ **Front Entrance Sign**

- The Board is working with Edwards Interior Graphics on the updated version of the front sign entrance.

❖ **Cypress/Palmetto Ditch Work**

- The second phase started on October 1st, 2023, and will last until October 28, 2023.
- If inclement weather occurs, the ending date of the work may extend into the first two weeks of November.

❖ **Maintenance:**

- Emptied trash at clubhouse.
- Emptied trash by all ponds.
- Sprayed brush and weeds in common areas.
- Pulled weeds in common areas.
- Cut down trees and limbs at entrance to subdivision and by the pond on Cypress.
- Spread 250 bales of pine straw at the entrance to neighborhood and around the Clubhouse.
- Identified that the sprinkler system at the entrance was leaking. The leak was located and then determined what supplies were needed and the broken water line was repaired.
- Began limbing and removing unwanted trees at the back lake.
- Burned a large pile of dead limbs and branches.
- Cleaned and oiled the sauna.
- Sanded, cleaned, primed, and painted 6 highly weathered benches at the tennis court.
- Blew leaves off the tennis court, basketball court, parking lot, and paths by the Clubhouse.
- Identified and marked light poles for GA Power to come and fix.

❖ **Projects in progress:**

- Drainage repair at entrance to Silverwood.
- Drainage maintenance on ditch between Palmetto Dr and Cypress Dr.
- Spraying weeds and pulling weeds at Silverwood entrance and around pond on Cypress.
- Cutting down low hanging limbs, removing unwanted brush, and removing unwanted trees in common area by the back lake.

❖ **Outstanding items:**

- The pavilion by the playground needs the roof replaced and the 4 support beams replaced. The support beams are rotten, and the roof is damaged.
 - The Board has decided not to repair the pavilion due to the cost of repair.
 - Removal of the pavilion will be scheduled as time allows.
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❖ **Upcoming Activities:**

- Bunco 11-9-23 at 7pm
 - Social Committee meeting- 11-14-23 at 7pm
 - Annual HOA meeting 11-18-23 at 10am
 - Road and Drainage meeting 11-21-23 at 7pm
 - Wine night 11-28-23 at 7pm
 - Santa is Coming! 12-2-23 at 10am
 - 2nd Annual Cookie Exchange 12-5-23 at 7pm
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- Motion to approve....
 - Second Motion.....
 - Passed.... Objected.....
 - Approved by board members present

- **Vice-President**

- We have 87 covenant compliances open.
 - ✓ 76 in progress
 - ✓ 9 on hold
 - ✓ 1 is a notice from a resident.
 - ✓ 17 closed in January.
 - ✓ 27 closed in February.
 - ✓ 21 closed in March.
 - ✓ 16 closed in April.
 - ✓ 7 closed in May.
 - ✓ 28 closed in June.
 - ✓ 65 have been closed in July.
 - ✓ 10 have been closed in September.

- **Recording Secretary**

- N/A

- **Corresponding Secretary**

- Spoke about the upcoming events listed above.

❖ Old Business

- Covenants
- Clubhouse maintenance
- Mailbox committee
 - 43 Mailboxes were noted to be out of compliance.
 - This team is working on a proposal on how to switch the color of our mailboxes to Black and have silver numbers as discussed in previous meetings.
 - Still in working progress
 - Budget clarity
- Renewing Sheriff patrol and issuing tickets

❖ New Business

- Budget clarity
 - 2 budget meetings were held in the summer.
 - Grounds Support Person VS Landscaping Grounds Support Persons Activity Weekly Maintenance Checklist
 1. Garbage bins.
 2. Check Chimney Road fence.
 3. Check dehumidifier in storeroom.
 4. Blow leaves in common area around clubhouse.
 5. Check gazebo, clubhouse and playground for wasp nests, spider webs, etc.
 6. Check common ground trees for disease, broken limbs etc.
 7. Pick up trash in common areas.
 8. Trim bushes not included in landscaping contract.
 9. Check for plumbing/electrical issues.Additional Maintenance Checklist
 1. Stain dock at main pond
 2. Clean spider webs from gazebo, clubhouse exterior, and playground pavilion.
 3. Bleach and/or clean all exterior wood surfaces (e.g., fences, clubhouse porch, wood posts).
 4. Pressure wash the basketball court
 5. Stain wood benches in playground.
 6. Blow leaves once each week (as necessary) from tennis court.
 7. Kill/remove weeds in all mulched beds owned by SPHA.
 8. Remove black cover on both front gate control boxes and clean out accumulated leaves and pine straw.
 9. Clean front sign.
 10. Check all playground electrical outlets / lights.
 - Increase in landscaping cost
 - Increase in recurring expenses.
 - ~8% increase
 - CPI for January was 7.4%
 - CPI for August was 3.7%
 - Energy was 5.6%
 - Hourly support increase to \$22 per hour
 - Copying and mailing cost increased –
 - 9 residents want to be notified by USPS.
 - Mailing compliance notifications.
 - Basketball Court

