



October 23, 2016

Dear Homeowner:

Our Annual Meeting of the Rice Hollow Homeowners' Association for 2017 will be held on **Tuesday, December 6, 2016**, at 7:00 p.m. at the **West Ashley Advanced Academic Magnet School** at 1776 William Kennerty Drive.

In this mail-out you will find the following items:

- Minutes from the last Annual Meeting
- Proxy (with return envelope)
- Agenda
- Proposed Budget for 2017
- Proposed By-Law Changes

Please take note of the Agenda items that are to be presented for discussion and vote. We value your participation and input and would encourage you to attend the Meeting, if at all possible. If you cannot attend the Meeting please help us achieve sufficient quorum to conduct business by returning the enclosed **PROXY** by **Wednesday, November 30, 2016**. Returning proxies by this date will allow sufficient time for the Board to process them prior to the meeting. You may return your **PROXY** by giving it to any Board member or by mailing it in the enclosed envelope (postmarked by November 29<sup>th</sup>). **Please NOTE: Last minute proxies will be accepted at the school between 6:00 and 6:15 p.m. on the night of the meeting. Due to time constraints we cannot accept them after 6:15 p.m.**

We look forward to seeing you at the Annual Meeting. If you have any questions or concerns please feel free to contact us.

Sincerely,

Rice Hollow Board of Directors

**B O A R D M E M B E R S**

<b>Amy Haines</b>	1736 W. Sandcroft Dr.	<b>John Burbage</b>	1905 Sandcroft Dr.
<b>Pat Fletcher</b>	1712 W. Sandcroft Dr.	<b>Patrick Roddy</b>	1913 Sandcroft Dr.
<b>Ted Corsaro</b>	1695 W. Sandcroft Dr.	<b>Walter Frick</b>	1917 Sandcroft Dr.
<b>Moshe Katan</b>	1748 W. Sandcroft Dr.		

**RICE HOLLOW HOMEOWNERS' ASSOCIATION**

**P O BOX 80208**

**CHARLESTON, SC 29416**

**OFFICIAL NOTICE OF ANNUAL MEETING**

The Annual Meeting of the Rice Hollow Homeowners' Association for 2017 will be held on Tuesday, December 6, 2016 at 7:00 p.m. at West Ashley Advanced Academic Magnet School at 1776 William Kennerty Drive.

If you are unable to attend the meeting please complete the **PROXY** and return it in the enclosed envelope or give it to any Board member by November 30, 2016. **PLEASE NOTE: Voting for a Management Company is NOT on the Agenda.**

----- **I GIVE MY PROXY AS FOLLOWS** -----

(Please fill out form completely)

Name of Homeowner(s) \_\_\_\_\_

Address of Homeowner(s) \_\_\_\_\_

\_\_\_\_ Yes, I plan to attend the Annual Meeting. If my plans change my PROXY will be given as Indicated below.

\_\_\_\_ No, I do not plan to attend the Annual Meeting. My PROXY is filled out below.

----- **PROXY** -----

I, \_\_\_\_\_, being the voting member of  
\_\_\_\_\_ in Rice Hollow, Charleston, SC, do hereby  
give my proxy to one of the following:

\_\_\_\_ The Majority present and voting

\_\_\_\_ I hereby authorize \_\_\_\_\_ to be my proxy, to represent me on any and all issues to be discussed and voted on at the Annual Meeting of Rice Hollow Homeowners' Association, Inc. to be held on December 6, 2016.

Dated this \_\_\_\_\_ day of

Signature: \_\_\_\_\_

\_\_\_\_\_ 2016.

**RICE HOLLOW HOMEOWNERS' ASSOCIATION**

**AGENDA**

**2017 ANNUAL MEETING**

**December 6, 2016**

**Certification of Quorum**

**Order of Business**

**Minutes from 2016 Annual Meeting**

**New Board Officers – Nominations and Vote**

**Financial Report**

**2016 End of Year Report (as of November 30, 2016)**

**Presentation of 2017 Proposed Budget**

**Vote on Proposed Budget**

**Old Business**

**Street Lights**

**New Business**

**Amending the governing documents to reflect:**

- **a change in the amount of an expenditure not itemized in the budget that must have prior approval by a majority vote of the membership;**
- **a change to allow resident spouses and partners of owners to be recognized as members of the Association, permitting them to vote and serve on the Board.**

**Next Board Meeting – Date and Time will be on Message Board**

**Adjournment**

RICE HOLLOW HOMEOWNERS' ASSOCIATION

PROPOSED 2017 BUDGET

	<u>2016 BUDGET</u>	<u>ACTUAL (as of 10/23/16)</u>	<u>PROPOSED 2017 BUDGET</u>
<b>INCOME:</b>			
Homeowner Assessments	\$5,925.00 (78 homes)	\$5,850.00	\$5,700.00 *
Fees/Other Income	0	0	0
Interest Income	\$6.00	1.04	\$2.00
Checking Account Balance	<u>\$17,759.82</u>	\$10,861.89 (as of 9/30/16)	
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$23,690.82</b>		

	<u>2016 BUDGET</u>	<u>ACTUAL (as of 10/23/16)</u>	<u>PROPOSED 2017 BUDGET</u>
<b>EXPENSES:</b>			
Accountant Services	\$250.00	\$275.00	\$250.00
RMC Filing Costs	\$60.00	\$10	\$30.00
Insurance	\$900.00	\$833.00	\$840.00
Administrative Costs	\$825.00	\$298.86	\$585.00
Post Office	\$250.00	\$179.00	\$250.00
Landscaping/Reconnect & Maintenance	\$6,330.00	\$4,355.00	\$2,320.00
Electricity	\$500.00	\$236.23	\$500.00
Website Management	\$390.00	\$400.31	\$225.00
Little Free Library	\$200.00	0	-
Community Events	\$1,500.00	\$382.45	\$700.00
RHHOA Sign Removal/Relocation	\$6,823.00	\$6,822.75	-
Message Board	-	-	\$100.00
<b>TOTAL EXPENSES</b>	<b>\$18,028.00</b>	<b>\$13,792.60</b>	<b>\$5,700.00</b>

- We have already rec'd payment from one homeowner and have taken care of payment on another leaving 76 that will pay in 2017.

## Proposed By-Law Amendments

1. Amend Article V, Section 3 to allow the Board to make expenditures not itemized in the Budget of up to \$500. The current By-Laws allow up to \$150 in non-itemized expenditures.

### Suggested amendment:

Section 3. Finance. A budget will be submitted annually at the Annual Meeting. Said budget must include all anticipated major expenses and operating expenses for that calendar year. The budget must be approved by a majority vote of the membership. The Board may authorize up to Five Hundred and No/100 (\$500.00) Dollars total in non-itemized expenses in a fiscal year. All expenditures not itemized in the budget exceeding One Hundred and Fifty (\$150.00) Dollars this Five Hundred and No/100 (\$500.00) Dollar annual limit must have prior approval by a vote of the membership under this section. A special meeting may be called for expenditures exceeding Five Hundred and No/100 (\$500.00) Dollars such purposes. All bank accounts for the Association must require two signatures for the withdrawal of any Association funds. All deposits must be made within thirty (30) days from the receipt of funds. No petty cash fund will be authorized.

2. Allow spouses and partners of owners to be recognized as members of the Association, permitting them to vote or serve in the Board.

### Suggested amendment of Article II, Section 5 and Article III, Section 1:

Article II, Section 5. "Member" shall mean and refer to every person who holds a membership in the Association as delineated in Article III.

Article III, Section 1. Every owner of a lot which is subject to assessments shall be a member of the Association. Upon becoming a member, an Owner's resident spouse or partner shall become a member. Members shall be required to file with the Secretary the name of the resident spouse or partner who shall be considered a member. Where the Owner is an entity, the Owner shall file with the Secretary the name and address of its representatives who may vote and participate in the activities and office of the Association on behalf of the Owner. Membership shall be part of and may not otherwise be separated from ownership of any lot which is subject to assessment.

## **RICE HOLLOW HOMEOWNERS' ASSOCIATION**

### **2016 ANNUAL MEETING**

**DECEMBER 1, 2015**

#### **Call to Order:**

The Annual Meeting of the Rice Hollow Homeowners' Association was held on Tuesday, December 1, 2015, at 6:15 p.m. at the St. Andrews Library. In the absence of the President, John Burbage, Board Member-at-Large, chaired the meeting and called the meeting to order at 6:15 p.m.

#### **Quorum:**

Ted Corsaro, Parliamentarian, certified a quorum was present (56 in person and by proxy).

#### **Minutes:**

The Minutes from the Annual Meeting on January 13, 2015 were mailed out in the Annual Meeting packet. Amy Haines made a motion, and it was seconded, that we forego the reading of the Minutes and that they be adopted as recorded. The motion passed.

#### **Financial Report:**

The Treasurer presented an end-of-the-year report as of November 30, 2015. The bank balance was \$17,869.67 with one outstanding bill to be paid to Nature's Remedy for \$110.00 for landscape maintenance.

#### **Proposed 2016 Budget:**

The Proposed 2016 Budget was presented and discussed. John Burbage gave a presentation concerning the removal and relocation of the Rice Hollow sign at the front entrance. The survey that was done on the front bed cannot be recorded due to its encroachment on the right of way. The crepe myrtle trees behind the sign need to be removed, and the sign itself has several significant cracks in it. Estimates were obtained for sign removal and replacement, and the quote that did more for less money was \$6,823.00. This estimate also includes an announcement board and the relocation of the electric meter. The sign will be staked out and homeowners will have an opportunity to see its location. A letter has been drawn up that gives the HOA permission to go on the property and do the work that is needed and specifies what the HOA will do to protect the homeowner's interests. Amy Haines made a motion to accept the 2016 budget proposal as presented. It was seconded and approved 54 to 2.

#### **Old Business:**

A motion was made to amend the By-Laws (Article 9, Section 4 Quorum) from "simple majority" to "thirty percent". The motion was seconded but failed. Another motion was made to amend Article 9, Section 4 to replace "simple majority" to "forty percent. This motion was seconded but failed.

#### **New Business :**

A motion was made by Amy Haines and seconded to allow any two Board members to sign checks. The motion passed.

A motion was made to amend the By-Laws (Article IV, Section 1) from nine (9) Board members to seven (7) Board members, eliminating the two members-at-large. The motion was seconded and the motion passed, 53 to 3.

A recommendation was made to amend ARTICLE V Section 3 Finances from \$150 to \$500 that must have prior approval by a majority vote of the membership. A motion was made and seconded to table this and have the Board fine tune the wording to include how often.

A recommendation was made to amend ARTICLE IX Section 5 Proxies to have all proxies filed with the secretary at least 48 hours prior to the meeting at which they shall be used. A motion was made and seconded; the motion failed.

**Adjournment:**

A motion was made, seconded and passed to adjourn at 7:42 p.m.