

Summerfield Subdivision Property Owners Association, Inc.  
110 Whispering Oaks Drive  
Longs, SC 29568  
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<https://summerfieldpoa.org>

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## Meeting Minutes

**Date:** July 10, 2025

**Meeting Start:** 7:06pm

### Call to Order

Meeting called to order by Pat McAleer at 7:06pm.

### Roll Call to Establish Quorum

- Pat McAleer, President
- Kimberly Todd, Vice President
- Courtney Whatley, Secretary
- Debbie Bowers, Treasurer
- Ellen Rindfuss, Board Member
- Other community members present

Quorum established.

### Approval of Previous Minutes

Minutes from the previous meeting were approved via email.

### Reports

#### Treasurer's Report (Debbie Bowers)

- **Quarterly Financials (Available on Website)**
  - **Money Market:**
    - Beginning Balance: \$42,924.54
    - Ending Balance: \$42,964.76
    - Interest Earned: \$122.11
  - **Drainage Fund:**
    - Beginning Balance: \$13,495.67
    - Ending Balance: \$13,501.22
    - Interest Earned: \$16.83

- **Checking Account:**
  - Beginning Balance: \$5,752.00
  - Ending Balance: \$3,694.85
- **Total Interest:** \$138.94
- **Income:**
  - Violation Fees: \$692.67
  - COA Fees: \$450.00
  - Late Fees: \$94.62
  - **Total Income:** \$1,946.23
- **Receivables:** \$1,165.93
- **Expenses:**
  - Lawn Care: \$2,165.00
  - Computer/Internet: \$660.00
  - Merchant Services: \$45.32
  - Meeting Room: \$30.00
  - Meals & Entertainment (Yard of the Month): \$75.00
  - Professional Fees: \$300.00
  - Utilities: \$1,239.11
  - **Total Expenses:** \$4,487.43

No questions were raised during the meeting.

### **Secretary's Report (Courtney Whatley)**

- One homeowner email received in the past quarter.
- Missing meeting minutes are being updated on the website.
- Some video files from previous meetings are unrecoverable.

### **President's Report (Pat McAleer)**

- Thanked Steve for past leadership of the Covenant Committee and welcomed Courtney as the new lead.
- Emphasized the importance of updating contact information on the HOA website.
- Addressed ongoing issues:
  - Speeding within the neighborhood
  - Leash and waste pickup requirements for pets
  - Cigarette butts and trash at the entrance, requesting cooperation to keep it clean
- Noted volunteer efforts to maintain entrance appearance
- Addressed concerns regarding missing meeting minutes and recognized Courtney's efforts to resolve them

### **Committee Reports**

#### **Drainage Committee (Paul and Steve)**

- Working to organize a formal Drainage/Stormwater Committee.

- Need to coordinate repairs and contacts to address current issues.
- Funding has already been designated for drainage improvements.
- Paul and Steve will collaborate and recruit additional volunteers.

### **Events Committee**

- No events currently planned.
- Open invitation for ideas (e.g., a Back-to-School Bash).

### **Covenant Committee**

- Since the last meeting:
  - 17 violations reviewed
  - 12 advisory letters sent
  - 9 fines issued (6 repeat offenders)
  - 15 violations corrected
- All violations are reviewed by both the Committee and the Board.

### **Architectural Review Board (ARB)**

- Patio request discussed; difficulty reaching homeowner due to outdated contact info.
- Steve Clark offered to assist with creating architectural sketches.

### **Beautification Committee**

- May & June Yard of the Month awards given to Ziegler and Diagnose families.
- Committee members: Jessica Clark, Lacey Connell, Whitney Henry
- Coastal Yard Works continues to maintain the entrance and will perform shrub trimming on July 17.
- Volunteers Alan Winfist, Linda Bump, Paul, and Kathy performed non-contracted tasks: trash pickup, plant fertilization, light trimming, and decorating.

### **Homeowner Comments**

- Discussion on real estate trends and builder-offered interest buy-downs.
- Questions about pond drainage and culvert size; further review needed.

### **New Business**

- Plans to address stormwater drainage system issues.
- Coordination between Paul and Steve to launch formal stormwater committee.

### **Closing Remarks**

- President acknowledged the community's strong efforts in home and neighborhood upkeep.

- Reaffirmed the Board's intent to pursue enforcement action for repeat violations.
- Compared Summerfield favorably to nearby communities in terms of appearance.

## **Adjournment**

Meeting adjourned with thanks to all attendees.

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Respectfully Submitted by:  
Courtney Whatley, Secretary

- **Summerfield Board of Directors**  
Pat McAleer, President
- Kimberly Todd, Vice President
- Courtney Whatley, Secretary
- Debbie Bowers, Treasurer
- Ellen Rindfuss, Board Member