

DIRECTORS PRESENT:  
Susan Hentzschel  
Rachel Schatz

MINUTES RECORDED BY:  
Susan Hentzschel

DIRECTORS NOT PRESENT:

LOCATION:  
ZOOM Meeting

MEMBERS PRESENT:  
Joy Robinson

**HAMPTON FARMS PHASE II BOARD OF DIRECTOR  
AND PROPERTY MANAGEMENT MEETING MINUTES  
THURSDAY, MAY 21.2020**

**AGENDA**

**1. SIGN-IN**

Meeting began at 5:09 pm via Zoom (Meeting conducted via Zoom during COVID-19 Quarantine)

**2. Updates:**

**a. Buildium Info for HOA BOD**

The Board's purpose of accessing Buildium is to see HOA Finances in "Real-Time". C Dan Joyner is still working on trying to get this part of the software to work. Joy will inquire about it's progress.

**b. Finances:**

**i. Missing Financials:**

- January 2020 - Current (April 2020)  
Joy emailed prior to meeting.

**ii. Unpaid HOA Fees**

Board to review notices for June 2020.

**c. Finances:**

**i. Tree Removal Service/Bill**

The Board requests bill from Schnieder's for tree removal at XXX HFT.

**d. Landscape:**

**i. Palmetto's Finest Mulch (\$4000 for 80 yards of Brown Dyed Mulch)**

Joy will notify Palmetto's Finest to deliver mulch.

**e. Add to Annual HOA Letter:**

Due to the circumstances (COVID-19), at this time, the Berea Library is closed and it is unknown of when they will re-open. Once the Berea Library is open, the Board will schedule an Annual HOA Meeting. Votes from last Annual HOA Meeting (September 26, 2019) has been placed on hold until the Board members are able to come back together in person to review all of the ballots and is able to meet with an attorney to discuss options. However, in the meantime, the current HOA Board is entering its 4<sup>th</sup> year and is encouraging its community to volunteer and to apply for Board positions for the new year. According to the Covenants and By-Laws, the HOA Board Members serve a minimum of 3 years and/or the HOA Board changes members every 3 years. The Board has requested that Joy send out reminders and nomination forms for anyone who would like to serve on the Board. Nominations are open to all Hampton Farms II homeowners who are current on their HOA Association Fees and are not under any penalty. For those who are interested in serving, the HOA Board requests

that the interested party attends HOA Board meetings and shadow Board members for a time being so that they may succeed in their position. The current Board will continue to serve until replacements are found.

- i. Due to current circumstances, votes from previous Annual Meeting (09.26.2019) has been placed on hold until the Board and all those involved can re-convene in person.
- ii. Add HOA BOD email: [Info@HamptonFarms2HOA.com](mailto:Info@HamptonFarms2HOA.com) (remove Board members' names)
- iii. Add HOA website: [www.HamptonFarms2HOA.com](http://www.HamptonFarms2HOA.com)
  - Did you know that HOA provides the community with an Annual Calendar that provides: HOA BOD Meetings, Annual Meetings, Greenville County School Calendar (Community News page)
  - Did you know that all HOA Forms, Documents, Covenants and Violation Remedies can be found on the website? (Association Property Management page)
  - Did you know that you can contact the HOA Board and Property Manager through the website? (Contact page)
  - Did you know that updates/alerts are posted on the website? (Home page)
  - Did you know that all meeting minutes are provided to the community on the website? (Community News page)

f. Greenville Water Bill:

- i. Update on investigation of \$613.97 water bill from 10.31.2019-11.26.2019.  
[Joy is still investigating this error.](#)

3. New Business:

- a. New HOA BOD Members/New Board/Options

[Please see above notes in "Add to Annual HOA Letter" section.](#)

4. Open Forum

MEETING ADJOURNED

[Meeting adjourned at 5:58 pm.](#)