

**Mixson Row Homeowners Association, LLC**  
**Monthly Board Meeting**  
Executive Session Minutes  
4429 Marblehead Lane, North Charleston, SC 29405  
Thursday, 18 April 2024 6:00PM

**Attendance**

Brian Pecor, President  
Elizabeth Goodrich, Treasurer  
Courtney Koronkowski, Secretary  
Michael Polens, Voting Member  
Miranda Dudley, HOA Manager, Leasing and Management  
Trevor Etminan, President, Mixson Assembly Homeowners Association

**Call to Order/Verification of Quorum**

Brian Pecor called the meeting to order at 6:01PM and verified all elected Board of Director members were in attendance.

**Review of Minutes**

Courtney Koronkowski presented the March 2024 Board meeting minutes draft and asked if there were any amendments.

Brian moved to approve the draft.

Michael Pelons seconded; the motion passed unanimously.

**Treasurer's Report**

Elizabeth Goodrich confirmed the comparison 2024 budgets for 18 current units and 80 total units are being drafted based on current contracts in place and proposals/quotes received.

The following concerns were also discussed in relation to current and future budgets:

- Termite bond expirations confirmed extended to July 2024 for 80 total units.
- Irrigation for Marblehead assessment to be requested from Manale at later date after expiration of Yellowstone contract in July 2024 (corrected month after contract review).
- Current delinquency report briefly reviewed for both 18 current units and 62 excluded units.
- Assembly HOA Reserve Study will not include the sub-association; Row HOA to request their own proposal for Reserve Study at later date after outcome of Vote for Amendment and Consent to Declaration signings.
- A potential walkway, as well as installing any missing downspout elbow pieces for townhome buildings as needed, was suggested to fix the common area between 4410 and 4414 Avery Avenue that has been eroded; assessment and proposal to be completed at later date.

**General Updates/Open Discussion**

The following concerns were discussed in relation to current and future projects:

- HOA Attorney, Sean A. O'Connor of Clarkson, McAlonis, & O'Connor, P.C., will be present at the Special meeting.
- Current members will cast their vote for the Supplemental Declaration to add the 62 excluded units; signing of the Consents to Declaration will take place after approval of amendment.
- Letter/FAQ to be drafted and issued along with comparison budgets for canvassing townhomes weeks before and after the Special meeting by Board members.
- Parking Notice for Marblehead Lane and Summey Street was approved and sent for compliance with fire access lanes; signage placement to be reviewed at later date if necessary.

- Assembly HOA's Rental Committee will handle all long- and short-term compliance and violations as applicable.

**Next Meetings**

The next Special meeting remains 8 May at 6:00PM.

The next Board meeting was set for 14 May at 6PM.

The 2024 Annual meeting to be finalized at later date.

**Adjournment**

With no further business to discuss, Brian adjourned the meeting at 7:01PM.

Respectfully submitted by:



Courtney R. Koronkowski  
Recording Secretary  
Mixson Row Homeowners Association, LLC  
**Approved 14 May 2024**