

# Agenda

## Brick House Trust Board Meeting

March 23, 2019

- A. Minutes of the last Board Meeting
- B. Treasurer's Report
  - 1. Bank Account Balance
  - 2. Past Due Assessments 2018
  - 3. Collections of Past Due Assessments
  - 4. Financial Plan Discussion
- C. Maintenance
  - 1. Status of repair of trunks
  - 2. Roads
- D. Brick House Stabilization
  - 1. Next Oyster fund raiser – new committee head
  - 2. Tour
  - 3. Historic Charleston Foundations National Advisory Committee Picnic April 26th
- E. Old/New Business
  - 1. Farm Lease
  - 2. Timber
  - 3. Forestry
  - 4. Annual Meeting
  - 5. Slate of Board Members
  - 6. Update on Status of Trust
  - 7. Oyster Farming
  - 8. Memorial Garden
- F. Future Meeting Dates

## **Minutes of Board Meeting Revised Draft**

**March 23, 2019**

Meeting was called to order at 10:05am. Present were Lacey Hein, Katherine Montgomery, Jeannean Jenkins, Tommy Hutson, Evans Jenkins, and Rutledge Young. Ann Jenkins and Scott Whitsitt arrived after start of meeting.

Evans Jenkins made a motion to elect Jeannean Jenkins as secretary and Lacey Hein as treasurer. Rutledge Young seconded. Passed

- A. **Minutes of 2/1/19 Board Meeting:** Evans Jenkins stated that the s was left off of his first name and asked that it be corrected. The 4<sup>th</sup> paragraph, was corrected to read “Jenkins Montgomery is to be the contact with Roger Burris and the family for all hunting concerns and questions.”
- B. **Treasurer’s Report:** See attached Exhibit A. Jenkins Montgomery has submitted receipts for supplies and lunch in the amount of \$42.47 for the controlled burn scheduled today. John Jenkins has submitted an invoice in the amount of \$131.00 for the work done by Clay Folks in regards to burning the field. Payment for both of these expenses was approved by the Board.

**Past Due Assessment 2018:** Kathleen (Munch) Lyons \$254.06; Arthur Jenkins (Jack Jenkins Family) \$1329.18; Lloyd Jenkins \$254.62; Kristen Sineath \$123.44. They will be sent a certified letter notifying them that the taxes are past due.

**Collection of Past Due Assessment:** Katherine Montgomery has found addresses and prepared letters for shareholders who are in arrears for more than one year. These shareholders will be contacted by process servers.

**Financial Plan:** Lacey Hein will set us up on Quick Books with accounts for all shareholders. We will now have the ability to pay taxes and assessments at any time. Shareholder may make payments based on the previous year’s assessments. Accounts will true-up in October after receipt of Charleston County tax bill. The ability to pay by PayPal is also available. Family members will be provided instructions in writing about how to access information.

**C. Maintenance:**

**Status of Repair of Trunks:** John Jenkins has ordered valve flaps from West Atlantic Corp and we are awaiting delivery. Jenkins Montgomery and Lee Frank will clear around the area. There will be additional charges for dirt.

**Roads:** Lee Frank has been maintaining the roads with his personal equipment. He will submit receipts for gas and be reimbursed for them.

**A controlled burn** is being conducted today. Jenkins Montgomery has obtained the necessary permits. Lee Frank, Deke Montgomery and his son Jenkins are assisting. Tommy Hutson and Evans Jenkins will assist after the meeting.

- D. **Brick House Stabilization:** Since the process has begun approximately \$77,000 has been raised. We have spent approximately \$40,000.00 to date. There is currently \$32,000.00 in the bank. This year's oyster roast netted \$9,000.00 approximately. Moby Marks is owed \$22,00 for work done in November/December 2018. He is going to donate this back to the stabilization effort. The repointing work continues around the arches and chimneys. The hope is that the arches can be saved or repaired. Students from the American College Building Arts may be interested in helping with the repointing this summer. They are not paid but they would require housing.

**Fund Raiser:** Next fund raiser is scheduled for February 29<sup>th</sup>, 2020. Deke Montgomery has done a fantastic job for the past 2 years with this fund raiser. Evans Jenkins will be taking over from him as the organizer. Please contact him if you wish to assist in this project. Other family members who may wish to hold fundraisers can find the Events Guidelines on the website, Brickhouseplantation.com, on the family area page.

**Private Tour Picnic:** Simons Young requested that the Historic Charleston Foundation's National Advisory Committee be allowed to come out to Brick House for a picnic on April 26<sup>th</sup>. They will be providing their own tables and doing the setup/cleanup. They will either provide their own port a potties or use the facilities at the Young's house. Simons Young will be present. This is an opportunity to showcase our efforts to preserve the ruins on a national level. The Board was in agreement that this was fine.

**Tour** – Weather permitting Brick House will be on the EIHP Annual tour this year. The date is Saturday, October 26<sup>th</sup>. We need family members to volunteer. We will need people to help with parking and as docents. Lydia Montgomery has expressed an interest in doing a bake sale table with the youngest family members manning the table. Donations would be requested. There was discussion about providing information on family history, showing artifacts and also having the architectural drawing available. The option of borrowing Burke Herrin's tent may not be feasible as Ann Jenkins noted he is very particular about the set up and take down of his tent and doesn't like to loan it out.

## E. Old/New Business

**Farm Lease:** The Fisks' have removed their equipment. New tenant, Roger Burris will be meeting with a company to get an estimate about the cost for repairing the farm road. Ann has requested a copy of the lease as she would like to amend it to revoke the clause pertaining to the use of "her road". If necessary an addendum can be added to the lease with Roger Burris to change the date to April 1, 2019. Things have calmed down after

the issues occurring after the non-renewal of the CE Farms lease. Family members are to be reminded that they should contact their representative when they have a question or concern.

**Forestry:** The planting of new pines will be put on hold and the focus will be on maintaining what we have already planted. Jeannean Jenkins has contacted the SC Forestry Commission and is going to make arrangements for them to visit the fields after we have burned. According to her research, The Forestry Commission, at no charge to us, will help us develop a plan for maintaining these fields.

**Timber:** As of right now there are no plans to proceed with logging.

**Annual Meeting:** Annual meeting is scheduled for April 6<sup>th</sup> at 10:00am at Trinity Church. The Board members were asked to provide a Slate of Board Members and alternates before the Annual Meeting.

At the Annual meeting, Rutledge Young will be appointed the Chairman for the Stabilization Board and Simons Young will be appointed as the Trust member.

There will be a family picnic held at the ruins at 12:30. Rutledge Young made a motion that the board pay for the fried chicken. Ann Jenkins seconded. Passed. Jeannean Jenkins will coordinate. Family members are asked to contact her at [bugneenie@hotmail.com](mailto:bugneenie@hotmail.com)

**Oyster Farming on Steamboat:** DHEC notices were handed out. There is a meeting on Edisto this Tuesday, 26<sup>th</sup> at 6:00pm.

**Memorial Garden:** Of those responding to the survey more than 80% were in favor of establishing a Family Memorial Garden around the ruins. See the attached guidelines with local and federal laws and restrictions. (Exhibit B)

Evans Jenkins made a motion to adjourn at 11:20am and Rutledge Young seconded. Passed.

**Brick House Trust  
Year to Date Financial Report 2019**

<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Payee</u>	<u>Expense</u>
1/11/2019	144	\$ 29,103.22	charleston County Treasurer	Taxes
2/11/2019 w/d		\$ 3,000.00	South State Bank	Set Up Rental Escrow Account
2/13/2019	146	\$ 5,474.42	Westatlantic corp	2 flap valves
2/25/2019	147	\$ 30.18	Lee Frank	pymnt for couriering check to Westatlantic Corp
2/27/2019	148	\$ 282.93	Folk Land Management	May 2018 BurningStatus/June2018 review logging contract
<b>Total</b>		<b>\$ 37,890.75</b>		

12/31/2018	\$	<b>37,947.53</b>	Bank Balance
1/4/2019	\$	5,759.68	Assessments
1/11/2019	\$	4,357.79	Assessments
1/16/2019	\$	6.60	Interest
1/22/2019		\$930.05	Assessments
1/22/2019	\$	8,961.95	Assessments
2/6/2019	\$	3,864.55	Assessments
2/11/2019	\$	9,000.00	Rent/Escrow
2/15/2019		\$4.80	Interest
3/15/2019	\$	5.21	Interest
Expenses Above	\$	<u>(37,890.75)</u>	
<b>Net</b>	<b>\$</b>	<b>32,947.41</b>	3/22/2019

### **The Jenkins Family Memorial Garden**

The Jenkins Family Memorial Garden shall be designed in a way that the general maintenance and upkeep shall be minimal.

The scattering of cremains is permitted in the interior of the ruins; around the plantings but not on top of the ground or in undesignated areas.

Burial of cremains is permitted either directly into a designated burial area in a biodegradable container. A biodegradable container used for cremains can be no larger than a shoe box.

#### Prohibitions

Only cremains shall be interred on the Brick House property.

Permanent urns or other containers that are not biodegradable are not permitted.

No monument, marker, flag, wreath, potted plant, cut flowers, or other object or structures shall be erected or placed upon or in the any areas.

A record of each interment shall become part of the official records of the Annual Minutes each year and include the following information;

- i) location of the burial plot
- ii) date of interment
- iii) full name of the deceased
- iv) dates of birth and death

A record of internments and any monetary donations for the Jenkins Family Memorial Garden shall be kept in the Memorium Book by the Secretary. Donations shall be designated and a record shall be kept by the treasurer.

\*Note: Under Federal Law, the listing of a property in the National Register places no restrictions on what a non-federal owner may do with their property up to and including destruction, unless the property is involved in a project that receives Federal assistance, usually funding or licensing/permitting.

According to SC stature Section 32-8-345 Cremated remains may be disposed of by “placing in a grave, crypt, niche, by scattering them in a scattering area, or in any manner on the private property of a consenting owner. If cremated remains are disposed of on public lands or water, all state and federal laws apply.”

The federal Clean Water Act requires that cremated remains be scattered at least three nautical miles from land. The EPA does not permit scattering at beaches or in wading pools by the sea. Finally, you must notify the EPA within 30 days of scattering ashes at sea.

The Clean Water Act also governs scattering in inland waters such as rivers or lakes. For inland water burial, you may be legally required to obtain a permit from the state agency that manages the waterway.

For more information, including the contact information for the EPA representative in South Carolina, see Burial of Human Remains at Sea on the EPA website.