

Brick House Trust

Agenda Brick House Trust Board Meeting October 14, 2017

Minutes of the Last Board Meeting

Treasurer's Report

- Bank Account Balance
- Unpaid Taxes
 - Recourse for unpaid taxes

Maintenance Report

- Gate - New Sign /Trimming bushes/Remote control
- Tree Trimming
- Brush pile burn
- Road maintenance

Old/New Business

- Forestry Update
- Farm & Hunting
- Brick House Stabilization
 - Formation 501C Update
 - Fundraising
- Future Meeting Dates
- Hurricane Clean-up update
- Annual property inspection

BRICK HOUSE TRUST BOARD MEETING

October 14, 2017

Meeting called to order at 11:00am. Present were Leslie Lane, Ann Stuart Jenkins (arrived late), Katherine Montgomery, John Jenkins (arrived late) Jeannean Jenkins, Helen Hutson, Tommy Hutson, Evans Jenkins, Rutledge Young, Lacey Hein, Scott Whitsett and Andrew Hein.

Katherine moved minutes from last meeting be approved. Ann seconded. Passed

Financial Report: Year –to-date report of expenses thus far was presented by Jeannean Jenkins Bank balance was reported as \$26,480.40 with expenses from 12/16 to today are \$33,054.81. (see attached report). Rutledge Young made a motion to accept financial report as presented. Evans Jenkins seconded motion. Passed.

Unpaid Taxes: Julie Howard, Betsy Scott, Marty Rhodes, Angela Camp, Jennifer Pittman, John Jenkins (CO). Julie Howard owes approximately \$1,500 and John Jenkins owes approximately \$250.

2017 Tax bill is available online and it currently \$27,670.97. Address with Charleston County needs to be changed to Jeannean Jenkins. When necessary, an additional paragraph will be added in letters for those living on property who have not paid their taxes stating that the Board will take all appropriate legal steps within the law.

Katherine Montgomery requested that the unpaid tax situation be handled by someone outside of the Montgomery family as she is President and Lacey Hein is currently secretary and this duty would fall to her. Leslie Lane has agreed to handle communication of this issue with those individuals who are in arrearage with their 2016 taxes as a matter of avoiding any conflict of interest in the Montgomery family.

Board recourse for unpaid taxes: Send notice of default, action in magistrate court and get a judgement with magistrate, request stock back and board will remove judgement.

Ann Jenkins joined board meeting.

Question was raised by Leslie Lane as to what happens to the shares if they are recalled. Katherine Montgomery referred to Section 2, number 15 of the Brick House Trust & Amendments.

Maintenance Report: Maintenance representative Lee Frank was not in attendance but report was given by Jeannean Jenkins.

Sign for front gate is in process of being quoted from Roberts Sign Company. Sign will be approximately 3x5 Sign will be mounted to moving gate and state the following:

Brick House Plantation No trespassing. Family and invited guests only. Call Jeannean (cell) for admittance. Sign will be red with white lettering. Requesting two quotes one with reflective writing and one without.

Rutledge Young suggested getting a quote from Build a Sign for comparison.

Remove/trim the Celiac Agnes bush and place a regular No trespassing sign on the fixed gates.

Tree trimming: Ann Jenkins stated they are getting a professional company to come trim and remove some trees on their lot. She stated the costs gets better with the more trees/work they do and requested if any family members would like to be included on the quote to email her. Katherine Montgomery requested that Ann Jenkins work with and notify Lee Frank of the status of this as he is maintenance representative.

Burn pile needs to be burned but it is too large to burn at this time without a piece of large equipment here to help managed and prep the pile for burning. Lee recommended not to burn it at Thanksgiving due to its size and its very wet. Lee will look into the best way to safely burn the pile.

Road maintenance – road is in good shape, Tommy Hutson called the County and they came and scraped their road recently.

Jake Kopaca contacted board about his concerns about farm road and gate being cut and used by hunters/lessees.

John Jenkins joined meeting at 11:24pm.

After property inspection with Katherine Montgomery and Lee Frank it was discovered that the entire section of those lots is fenced off and lock, not allowing access to property. It is noted that the fence and gate are encompassing the allotted space of 6 family members.

Rutledge Young stated that the Brick House Trust owns land and the board needs access to all parts of the property. Rutledge Young will draft a letter regarding fences and access by the board for people to sign.

Maintenance committee will review condition of all roads on property (main, Robbie's, farm road, Abrahams) and report back to the board on their condition.

Old/New business:

Forestry Update: No one in attendance could provide an update regarding forestry except that it is still too wet to cut.

Katherine Montgomery is requesting the board prepare a comprehensive report to include our initial goals, progress made, financial reporting and our future expectations of this project. It is requested that if anyone has reports or information on the tree farming history to provide it to the board secretary. Ellen Harrell signed a contract with LLP Alliance on 12/8/16. It is not noted in the records where that contract was presented to the board or any discussion was presented in regards to said contract. Jeannean stated that Ellen Harrell and Bobby did this on their own without board approval. Rutledge Young requested a copy of the signed contract for review. Once Comprehensive report is done it will be send to board for board approval and then made available for all family members.

Jeannean will provide financial report on the forestry income and expenses thus far.

Helen Hutson asked who was on the forestry committee and it was discussed that there has not been a formal forestry committee appointed.

Helen Hutson asked who was on the maintenance committee. It consists of Lee Frank, Tim Turik Jenkins and Deke Montgomery and Andrew Hein. Anyone can volunteer for maintenance.

Farm/Hunting: We have a signed lease from Chad and he is paid up on rent.

Brick House Stabilization: Great progress made. In May 2017 formed corporation Brick House Ruins Preservation Inc. at the June Family meeting Rutledge Young was elected head of the board for this corporation. He will be working on selecting a separate board for this corporation. Paperwork has been filed with IRS for this corporation to be a 501(c) (3) and he should hear back by the end of this year. Everything is in place legally to stabilize Brick House. Rutledge Young gave and update on family pledges and where we stand with finances for Brick House Stabilization. He has detailed financial records that are available upon request.

Work is hoping to begin in January after a contract is present and approved to the board. The Brick House Ruins Preservation Inc. is a separate board and will handle all its own funds and communication.

Fundraising: Fundraising guidelines will be formulated in conjunction with Rutledge Young and the 501 3(c) foundation and a plan will be presented to the board for review and approval.

Helen has volunteered to help review the board's insurance plans in reference to the insurance for the property as well as the event insurance and our coverage.

Deke Montgomery is planning a stabilization oyster roast fundraiser and the event details were presented to the board.

Motion was made by Rutledge Young for the board to formulate fundraising guidelines for events at Brick House, seconded by Jeannean Jenkins. Passed.

Board Retreat: Leslie Lane suggested the board do a retreat weekend in January 27-28 to do long range planning for legacy of Brick House. The idea is to come to meeting with information/idea to present to family. Rutledge Young suggested that the board have a facilitator for the Retreat.

Communication: Lacey Hein created centralized email for BH board and is working on organizing and communicating Brick House public and private presence. Motion was made by Lacey Hein for Brick House board to get care, custody and control of the brickhouseplantation.com domain, seconded by Rutledge Young. Passed.

Hurricane Update: Thank you to Lee Frank for all his efforts for cleanup for the Hurricane, board offered to pay Lee for his gas and wear/tear on his tractor but he declined payment. Deke Montgomery donated \$100 to the maintenance fund for hurricane cleanup.

Annual Property Inspection: Katherine Montgomery is working on doing a property inspection with Lee Frank and will have more information to present to the board next meeting.

John Jenkins presented an idea of creating a procedure for when board members change so that all the appropriate people can be notified (ex: insurance, Chad, etc.)

Future Meeting Dates:

Jan 27-28 – Board Meeting/Retreat

March 3 – Board Meeting

June 2 – 9 – Possible Board Meeting

June 23, 2017 – Annual Family Meeting (Jeannean to confirm this is available with church)

Meeting adjourned at 12:50pm

Brick House Trust
Year to Date Financial Report

Through 10/14/2017

<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Payee</u>	<u>Expense</u>
1/3/2017	130	\$ 1,151.16	CT Lowndes	Insurance
1/4/2017	132	\$ 244.84	Folk Land Management	Forestry Expenses
1/11/2017	133	\$ 26,358.20	Chas. County Treasurer	Taxes - 2016
3/11/2017	134	\$ 64.00	Jeannean Jenkins	P.O. Box for 501@3
3/17/2017	135	\$ 1,500.00	Inglese and Associates	Retainer for 501@3 work
5/1/2017	137	\$ 3,614.72	Folk Land Management	Forestry Expenses
8/7/2017	136	\$ 121.89	Jeannean Jenkins	Battery for Gate
Total		\$ 33,054.81		

12/16/2016	\$	32,424.53	Bank Balance
12/27/2016	\$	8,795.54	Deposit
1/11/2017	\$	6,378.64	Deposit
1/13/2017	\$	0.29	Interest
1/27/2017	\$	5,410.59	Deposit
2/15/2017	\$	4.90	Deposit
2/17/2017	\$	0.25	Interest
3/8/2017	\$	252.25	Deposit
3/14/2017	\$	180.15	Deposit
3/16/2017	\$	0.19	Interest
4/14/2017	\$	0.20	Interest
5/16/2017	\$	0.20	Interest
6/5/2017	\$	2,000.00	Deposit
6/5/2017	\$	0.18	Interest
7/3/2017	\$	363.03	Deposit
7/14/2017	\$	0.17	Interest
07/20.17	\$	2,723.66	Deposit
8/16/2017	\$	0.23	Interest
9/14/2017	\$	1,000.00	Deposit
9/15/2017	\$	0.21	Interest
Expenses Above	\$	(33,054.81)	
Net	\$	26,480.40	Balance ^{10/14} 05/08/2017