

MINUTES
South Carolina Manufactured Housing Board
Committee Meeting
October 26, 2021 at 10:00 a.m.
Via Video Teleconference
Synergy Business Park, Kingstree Building
110 Centerview Drive, Columbia, South Carolina

Meeting Called to Order

Richard Bagwell, Committee Chairman and board member called the meeting to order at 10:12 a.m.

Statement of Public Notice

Mr. Bagwell, Committee Chairman, announced that public notice of the meeting was properly posted at the Synergy Business Park, Kingstree Building, and on the Agency's website, and provided to all requesting persons, organizations and news media in accordance with Section 30-4-80 of the South Carolina Freedom of Information Act. This meeting is being conducted via teleconferencing with notice given to all parties of this teleconferencing platform.

Introduction of Committee Members and Others

Richard Bagwell, Committee Chair and Board Member; Randall Altman, Board Chairman; Mark Dillard, Manufactured Housing Institute of SC; Robbie Ethridge, Lexington Discount Homes; Toni Massarelli, Clayton Homes; W. Marion Moore, Board member; and James Martin, HUD.

Administrator's Remarks

Molly Price stated that the Board voted at the December 10, 2019, meeting to form a committee to review the Purchase Agreement/Form 500 used by retail dealers for the sale of new or used manufactured homes and to provide the Board with a recommendation for a standard form that would be available for use by all dealers statewide in accordance with Section 40-29-320, which says, "purchase agreements used by retail dealers for the sale of new or used manufactured homes must be standard and, in a form, prescribed by the board."

Review of Purchase Agreement Required Information

The Committee members briefly discussed the previous committee meeting held on February 19, 2021, and the work that had been done since that meeting to try and create a draft purchase agreement. Mr. Stuart reminded everyone that the committee is tasked with developing a purchase agreement, which would need to be a separate document from a company's sales agreement. The committee members went through several existing purchase agreements that Mr. Bagwell provided as examples and discussed which items they felt would be appropriate for the new form. The committee discussed the term "closing" and how it applies to manufactured housing and purchase agreements.

Mr. Dillard offered assistance on behalf of MHISC with creating an addendum that could be used in conjunction with the board approved purchase agreement in 2022. The committee supported this idea and felt it would be helpful for the industry as a set of guidelines.

The committee tasked LLR staff with developing a new purchase agreement draft that would ultimately be in fillable PDF format. Mr. Stuart and Ms. Price said they would work on drafting the new document and schedule another meeting in January or February 2022.

Adjournment

The meeting adjourned at 12:26pm