

**MYRTLE TRACE HOMEOWNERS ASSOCIATION
CONWAY, SOUTH CAROLINA**

BOARD OF DIRECTOR'S MEETING – January 16, 2013

CALL TO ORDER: The meeting was called to order by Board President Dave Atkins at 9:00 a.m.

ATTENDANCE:

Board Members present were Dave Atkins, Judy Beam, Sally Herstine, Bobbie Sands and Peter Bevan. Committee Members present were Terri Macker – Activities Committee, Pat Hosford – ARC, Ted Ackley – Communications, and Malcolm Macphee – Property Committee. Also present were Ellen Elliott, Les Gerhart, Barbara Artz, Nancy Southard, Dan Seeds and Lee Besemer.

The Board honored the memory of the following deceased residents:

Dick Stillings – December 20, 2012

The Board welcomed the following new owners:

Mark Gaeta and Nancy Oliva – 144 Myrtle Trace Drive

Frank J. and Judith M Panichi – 216 Glenwood Drive

Jeffery D. and Vickie B. Moyer – 206 Beechwood Court

The Board welcomed the following new renters:

Paul and Beverly Oxley – 184 Glenwood Drive

As the first order of business, Judy Beam introduced the three candidates for election to the Board at the Annual Homeowners' Meeting in February. Those three candidates are Ellen Elliott, Les Gerhart and Malcolm MacPhee. Each candidate then gave a small statement concerning Myrtle Trace.

Peter Bevan moved and Judy Beam seconded that the minutes of the December 19, 2012, meeting be approved as corrected. All were in favor and the motion passed unanimously.

ACTIVITIES COMMITTEE – The written report of the Activities Committee was accepted. Terri Macker announced that effective immediately, the Mercy Hospice Children's Christmas Collection would no longer be affiliated with the Activities Committee.

ARCHITECTURAL REVIEW COMMITTEE - The written report of the Architectural Review Committee was accepted. Starting with the February meeting, the ARC meetings will begin at 3:00.

COMMUNICATIONS COMMITTEE – The written report of the Communications Committee was accepted. Ted Ackley informed the Board that the new Myrtle Trace flags were in and would be picked up today.

PROPERTY COMMITTEE – The written report of the Property Committee was accepted. It was agreed that, effective in 2013, the holiday decorations at the entrances to Myrtle Trace will be the responsibility of the Property Committee. The Bradford pear trees on common ground were pruned by Hardee's crew with the assistance of a rented wood chipper. Any comments or questions concerning work done by Hardee's crew must be directed to the Property Committee or the block representative, not directly to the men working on the job. The Board requested that in the future the Property Committee should inform the Board when a project of this magnitude is being undertaken so the residents can be informed.

BOARD OF DIRECTORS BUSINESS ITEMS

TREASURER’S REPORT

Sally Herstine moved and Bobbie Sands seconded that the Treasurer’s Report be accepted as submitted and filed for audit. All were in favor and the motion passed unanimously.

UNFINISHED BUSINESS

1. Lake Banks Committee Report: A community information meeting will be held in January 28 to inform the residents of the status of the committee’s work.
2. Clubhouse Refurbishing Committee Report: Malcolm Macphee distributed notes from the first meeting of the Committee and discussed findings in several categories. The Board expressed the hope that there would be many volunteers from the community to assist in the project when the time arrives and reminded Malcolm that safety must be the first priority.
3. Lake Outfall Repair: A third bid has been received and a contract will be awarded within the next few days as the work must be done by February 8.

NEW BUSINESS

1. Nominating Committee: Judy Beam announced the members of the nominating Committee for 2014. **Peter Bevan moved and Bobbie Sands seconded that the Nominating Committee for 2014 be approved. All were in favor and the motion passed unanimously.**
2. Succession Planning: Guidelines have been updated for planning for the future. The next step will be discussions with the Board contractors.
3. Board of Directors Resource Guide: Peter Bevan has completely updated the old “black book” and it is now known as the Board of Directors Resource Guide. This guide will be passed by departing Board members to new Board members for their use. The Secretary/Treasurer will be responsible for all future updates and distribute those to Board members. Pat Hosford suggested that a similar vehicle be cross-referenced with the “white book” for new residents. Peter indicated that he would look into what might be incorporated from this guide within the current “white book” but it would not be practical to put information on the Clubhouse Bulletin Board. Use of our website remains the most up to date means of communication for existing and new arriving residents.

CORRESPONDENCE

1. Dave Atkins read thank you notes for memorial donations.

Judy Beam moved and Peter Bevan seconded that the meeting be adjourned at 10:40 a.m. All were in favor and the motion passed unanimously.

Respectfully submitted,

Lee Besemer