

MYRTLE TRACE HOMEOWNERS ASSOCIATION
CONWAY, SOUTH CAROLINA

BOARD OF DIRECTORS MEETING – August 19, 2015

CALL TO ORDER: The meeting was called to order by Board President, Les Gerhart, at 9:00 a.m.

ATTENDANCE: Board Members: Les Gerhart, Mary Johnsen, Dusty Rhodes

Absent: Ray Binis, Ellen Elliott

Committee Members: Pat Paxson - Activities Committee, Pat Hosford - Architectural Review Committee, Bruce Williams for Ted Ackley - Communications Committee, Nancy Southard - Property Committee

Also present were Dan Seeds, Nancy Seeds, Jim Luneke, Barb Artz, Dave Smyth, Diane McDonough, Anne Kongvold, Carol Shea, Janet McGrady, Merrie Lou Montague, Michelle Jarossy, Florence Genoble and Diane Gascoigne

COMMITTEE REPORTS:

ARCHITECTURAL REVIEW COMMITTEE – The written report of the Architectural Review Committee was accepted. Les asked about the violation of our covenant restriction on truck storage on Laurelwood Lane. Pat said it is being addressed.

PROPERTY COMMITTEE - The written report of the Property Committee was accepted. Nancy recommended the Board approve the purchase of new pool handles and anchors for the stairs at a cost of \$822. The handles are the originals and there have been problems for several years.

Mary Johnsen moved and Dusty Rhodes seconded the purchase of new pool stair handles and anchors for a cost of \$822.00. All were in favor and the motion passed unanimously.

PRESENTATION TO THE BOARD

Anne Kongvold and several women from the Single's Group made a presentation to the Board regarding purchasing a large cork bulletin board to house inside the clubhouse. They also requested permission to put travel brochures on the board. Trips would be open to all Myrtle Trace residents, not just singles. Locations for the board were discussed. Les responded that the Board would need a month to review this to be sure it doesn't violate any provisions or by-laws. He recommended they come to the next Board meeting and have a definite location in mind.

NOTE OF PASSING RESIDENTS:

The Board honored the memory of the following deceased resident:

Sally Herstine of 106 Linden Circle on August 13, 2015

Les said it is with great regret that he makes this announcement. Sally was a past member of the Board.

NOTE OF NEW OWNERS:

The Board welcomed the following new owners:

- John M. and Barbara A. Walko – 208 Glenwood Drive, July 14, 2015
- Rollin E. and Sandra L. Ream – 231 Cottonwood Lane, July 17, 2015
- Terrance and Alice McTarnaghan – 122 Boxwood Lane, July 21, 2015
- Diane McDonough – 206 Glenwood Drive, July 28, 2015
- Thomas A. Rotante – 124 Myrtle Trace Drive, August 11, 2015

APPROVAL OF MINUTES:

Mary Johnsen moved and Dusty Rhodes seconded that the minutes of the July 15, 2015 Board Meeting be approved. All were in favor and the motion passed unanimously.

COMMITTEE REPORTS:

ACTIVITIES COMMITTEE – The written report for the Activities Committee was accepted. Pat said the committee established a Nominating Committee to search for officers for their committee.

COMMUNICATIONS COMMITTEE – Bruce Williams attended in Ted Ackley's absence. The written report of the Communications Committee was accepted.

BOARD OF DIRECTOR'S BUSINESS ITEMS:

ADOPTION OF BOARD POLICIES ON FACILITIES USE AND ON PARTICIPATION

Les said the policy has been broken into two sections to answer questions raised at the last meeting. He read the policy aloud.

Mary Johnsen moved and Dusty Rhodes seconded that the Facilities Policy be accepted as written. All were in favor and the motion passed unanimously.

ADOPTION OF THE AMENDED CAPITAL CONTRIBUTION POLICY

The amendment was discussed.

Dusty Rhodes moved and Mary Johnsen seconded the adoption of the amended Capital Contribution Policy. All were in favor and the motion passed unanimously.

TIMELINE FOR CHANGEOVER TO THE NEW ACCOUNTING AND FINANCIAL RECORD KEEPING SYSTEM

Les said we are going to be changing from our existing software accounting system to an on-line accounting system. Jim Luneke said the people involved met with our CPA firm. Karen Bevins will continue to do Accounts

Receivable and Ted Ackley will continue to do Accounts Payable. The only difference will be that it will go to the cloud with the Quick Books System. November 1st is the conversion date. Dan will close the October financials as he has always done and then the information will be transferred to the cloud and should be up and running. Dan will continue to do November and December so the two systems can be compared to be sure they concur. A training session is being set up to happen before we transition. Dan said we have been using Quick Book Pro and are converting to Quick Book on-line so it should be an easy transition.

TREASURER'S REPORT – Mary reported that she anticipates Myrtle Trace remaining in the black for the rest of the year.

Dusty Rhodes moved and Les Gerhart seconded that the Treasurer's Report be accepted as submitted. All were in favor and the motion passed unanimously.

BUDGET PREPARATION NUMBERS

Les said the early part of November is going to be pretty well utilized with the transferring over of the accounting system. He has been concerned with the possibility of conflicting time constraints in the midst of our budgetary period. He has been pushing to get all of the numbers in so some of the budgetary work could be done early and we wouldn't have the two things coming together at the same time. He thanked Dan for all the work he did over the weekend. The budget should be done on time and leave more time for the people working on the accounting system.

FORMATION OF LAKE PRESERVATION COMMITTEE

Dave Smyth said they have had one meeting so far and it was very productive. They have taken a tour of the lakes and everything is moving right along. Dave Atkins is the chairperson for the committee.

CORRESPONDENCE:

The Board received a thank you from the Lower Cape Fear Hospice Foundation for a gift given in memory of Sara Manship.

REMARKS FOR THE GOOD OF THE ORDER:

Dusty said he had a tour of our lakes and found it very informative. He filled in for Mary at the Activities Committee meeting. Mary said she also had a tour of the lakes and she continues to be impressed with the willingness of volunteers to learn new things and work on them.

A motion was made by Mary Johnsen and seconded by Dusty Rhodes that the meeting be adjourned at 9:40 a.m. All were in favor and the motion passed unanimously.

Respectfully submitted,
Diane Gascoigne, Recording Secretary