

MYRTLE TRACE HOMEOWNERS ASSOCIATION
CONWAY, SOUTH CAROLINA
BOARD OF DIRECTORS MEETING – September 21, 2016

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

ATTENDANCE: *Board Members:* Mary Johnsen, Dave Smyth, Nancy Southard, Darryl Rhodes and Pat Searles
Committee Chairpersons: Pat Paxson - Activities Committee, Pat Hosford- Architectural Review Committee, Ted Ackley - Communications Committee, Leo Reger - Property Committee.

Also present were: Jim Luneke - Administrative Consultant, Barb Artz and Diane Gascoigne - Recording Secretary

NOTE OF PASSING RESIDENTS:

Lois Chabala of 210 Cedar Ridge Lane passed away August 30, 2016
David Day of 227 Candlewood Drive passed away September 2, 2016
Walt Zometzky of 113 Timberline Drive passed away September 8, 2016

NOTE OF NEW OWNERS:

James and Kathy Parish purchased 205 Beechwood Court on August 10, 2016
Kelley Dee Hughs purchased 121 Mayberry Lane on August 5, 2016
George and Bonnie Lau purchased 119 Hickory Drive on August 30, 2016
Dennis and Gwendolyn McFarland purchased 102 Birchwood Lane on August 31, 2016
William and Rachel Bennett purchased 131 Berry Tree Lane on September 7, 2016
Zinnet Abayhan purchased 109 Ashwood Circle on September 8, 2016
Don Spriegel purchased 119 Boxwood Lane on September 6, 2016

APPROVAL OF MINUTES:

Darryl Rhodes moved and Nancy Southard seconded the motion to accept the minutes of the August 17, 2016 Board meeting. All were in favor and the motion passed unanimously.

COMMITTEE REPORTS:

ACTIVITIES COMMITTEE – Seating at events was mentioned by Pat. Pat also said the second yearly meeting held by the Board for new residents may have added to the low number of new residents in attendance at the fall “Get Acquainted Social” as they were held fairly close together. A factor also could be that personal invitations were not extended to new comers as has been done in the past. Pat recommended combining the two events in the future for a better turn-out. Discussion followed.

Nancy Southard moved and Dave Smyth seconded the acceptance of the Activities Committee Report. All were in favor and the motion passed unanimously.

ARCHITECTURAL REVIEW COMMITTEE – Pat said there were two agendas for review. There was discussion on several items.

Darryl Rhodes moved and Dave Smyth seconded the acceptance of the ARC reports. All were in favor and the motion passed unanimously.

PROPERTY COMMITTEE – Leo reviewed the Property Committee Report. He proposed the Board accept the bid received from Compass Designs for \$18,885.00 to do the work on the addition to the storage room.

Nancy Southard moved and Darryl Rhodes seconded the motion to accept Compass Design's bid to add additional storage on the Clubhouse at a cost of \$18,885. They both commended the Property Committee on this arduous project.

A question was raised on the thoroughness of the work being done by the newly hired cleaning contractor. The Property Committee will discuss this with the company.

A solution to the sinkhole problem was discussed.

Dave Smyth moved and Pat Searles seconded the acceptance of the written minutes for the Property Committee. All were in favor and the motion passed unanimously.

COMMUNICATIONS COMMITTEE – Ted passed out a list of suggestions on how renters should be made aware of the Renters Agreement they must sign. Discussion ensued.

Dave Smyth moved and Darryl Rhodes seconded that the written report of the Communications Committee be accepted as submitted. All were in favor and the motion passed unanimously.

TREASURER'S REPORT – Darryl read his report and stated that YTD expenses are under budget. Pat Hosford questioned the amount quoted for the total cost of the developer installed drainage system repair behind Bentwood Circle which included unexpected charges for additional pipe (\$390.00) and a haul-away fee (\$175.00) for a tree. The figures will be reviewed and a correction will be noted at next month's meeting.

Nancy Southard moved and Dave Smyth seconded that the Treasurer's Report be accepted as submitted. All were in favor and the motion passed unanimously.

FINANCES – Jim Luneke said the Year-End Financials are completed and Myrtle Trace made a small profit after the audit.

NEW BUSINESS:

- Accounts Receivable – The Board received applications and interviewed six excellent candidates for the Accounts Receivable Contractor’s position. The Board was extremely impressed with the expertise and experience of all those who applied, which made their decision all the more difficult. After careful consideration, Peter Bevan was selected. Their decision was based on Peter’s experience with real estate and legal matters, prior training on the Quick Books system we currently use, and having assisted in this position for some time now. Karen Bevan will relinquish her duties on September 30th and Peter will begin his duties on October 1, 2016. Mary said the Board looks forward to working with Peter. She also expressed her thanks to all those who applied and the Board’s hope that those candidates will consider other ways to become involved in Myrtle Trace in the future.

Darryl Rhodes moved and Dave Smyth seconded the motion to hire Peter Bevan as the new Myrtle Trace contractor for Accounts Receivable Contractor. All were in favor and the motion passed unanimously.

- The Board is working on the 2017 Budget.
- Nominating Committee – Dave Smyth said the committee has met once and will meet again next week.
- ARC proposal re: parking of covered and non-Licensed vehicles – Pat Hosford passed out additional information regarding the penalty portion of the Myrtle Trace policy. Discussion ensued. If approved the policy will be included in the updated ARC Guidelines. Darryl said he would like to see the written policy that will go in the ARC Guidelines before voting on this issue. There was much discussion on all areas of the proposed policy. Any policy will go to the Myrtle Trace lawyer before it is voted on.

Nancy Southard moved and Darryl Rhodes seconded to have the ARC Committee provide the Board with a written policy for covered and non-licensed vehicles including all things discussed.

CORRESPONDENCE: A thank you note was received from the family of Myron Chomko.

Mary said the Thropp family has moved back into their home on 233 Cottonwood Lane. They have been gone since March due to the fire in their home. The Board welcomed them back.

A motion was made by Dave Smyth and seconded by Pat Searles that the meeting be adjourned at 10:15 a.m. All were in favor and the motion passed unanimously.

Respectfully submitted,
Diane Gascoigne, Recording Secretary