

MYRTLE TRACE HOMEOWNERS ASSOCIATION
CONWAY, SOUTH CAROLINA
BOARD OF DIRECTORS MEETING – February 15, 2017

CALL TO ORDER: The meeting was called to order by Nancy Southard, at 9:00 a.m.

ATTENDANCE: *Board Members:* Nancy Southard, Darryl Rhodes, Renzo Falcinelli, Carol Estrella and Santo Perry

Committee Chairpersons: Ted Ackley - Communications Committee, Leo Reger - Property Committee, Pat Paxson – Activities Committee, Pat Hosford – Architectural Review Committee

Also present were: Jim Luneke - Administrative Consultant, Peter Bevan, Dennis Arena, Mary Johnsen, Charlene Rose, Barbara Artz, David Richter and Diane Gascoigne - Recording Secretary.

NOTE OF PASSING RESIDENTS:

Sheila Smith of 114 Cedar Ridge Lane passed away on January 13, 2017

NOTE OF NEW OWNERS:

Hernando and Teresa Cabeza purchased 121 Boxwood Lane on January 20, 2017

Frederick and Patricia A. Tims purchased 102 Laurelwood Lane on January 31, 2017

APPROVAL OF MINUTES:

Darryl Rhodes moved and Renzo Falcinelli seconded the motion to accept the minutes of the January 18, 2017 Board meeting. The motion passed unanimously.

Renzo Falcinelli moved and Darryl Rhodes seconded the motion to accept the minutes of the February 4, 2017 MTHOA Annual Meeting. The motion passed unanimously.

Santo Perry moved and Carol Estrella seconded the motion to accept the minutes of the February 4, 2017 Special Meeting of the Board. The motion passed unanimously.

COMMITTEE REPORTS:

ACTIVITIES COMMITTEE – Pat said there is no chairperson for the Memorial Day picnic so it will not be held this year.

Carol Estrella moved and Santo Perry seconded the acceptance of the Activities Committee Report. The motion passed unanimously.

ARCHITECTURAL REVIEW COMMITTEE – Pat said there is one report this month and two year end reports.

Darryl Rhodes moved and Santo Perry seconded the acceptance of the ARC reports. The motion passed unanimously.

PROPERTY COMMITTEE – Leo said they received a bid from S&ME for \$600.00 to perform the soil test for the clubhouse addition. Their committee recommends accepting it. Nancy said she would want the contract to be contingent on agreement for services for Myrtle Trace, Conway. Leo requested a motion be made with the suggested change.

Renzo Falcinelli moved and Santo Perry seconded the acceptance of S&ME's bid for \$600.00 with the corrected verbiage. The motion passed unanimously.

Leo said Santee Cooper is laying new power lines and has asked for access to two areas in Myrtle Trace that are involved. One tree will have to be removed.

Leo said Dave Smyth received two bids for the large sinkhole and replacement of pipe behind a house on Timberline Drive. One for \$5,320.00 and one for \$33,950.00. There is also a \$100.00 fee for Al Hardee to re-do the berm afterwards.

Renzo Falcinelli moved and Carol Estrella seconded the acceptance of Truitt Hardwick's bid to do the work on the pipe on Timberline Drive in the amount of \$5,320.00 and \$100.00 to Al Hardee for the finishing work.

Darryl questioned the second part of this project. Nancy said the Property Committee and the Board need to discuss the second phase of this project further before proceeding with that part of it. Renzo said he looks at the second part of this project as part of the lake dredging project. The whole dredging project needs to be looked at. The committee that mapped the lakes out needs to be involved again.

Darryl Rhodes moved and Renzo Falcinelli seconded waiting on the second phase of the pipe project. The motion passed unanimously.

Leo received three bids for the removal of eleven trees on common ground. He recommends using Clearview Company who made a bid of \$3,600.00.

Renzo Falcinelli moved and Darryl Rhodes seconded the motion to hire the Clearview Company to remove eleven trees on common property for \$3,600.00. The motion passed unanimously.

Leo said he received a letter from a resident regarding the pool. He will forward a copy of the letter to all Board members.

The Property Committee is once again looking at refinishing the clubhouse floor.

Darryl Rhodes moved and Renzo Falcinelli seconded the acceptance of the Property Committee Report. The motion passed unanimously.

Leo said this is his last meeting and thanked everyone.

COMMUNICATIONS COMMITTEE – Ted said the new phone directory will be out the first of April. He asked everyone to submit any changes or additions to him by March 9th.

Carol Estrella moved and Darryl Rhodes seconded the acceptance of the Communications Committee Report. The motion passed unanimously.

TREASURER’S REPORT – Darryl reviewed his report.

Santo Perry moved and Renzo Falcinelli seconded the acceptance of the Treasurer’s Report. The motion passed unanimously.

Termite protection for the clubhouse and pool cabana was discussed.

NEW BUSINESS:

- Introduction of 2017 Board Members
- 2017 Annual Meeting on February 4th. Nancy said 243 ballots were distributed including 116 proxies. Approximately 160 people were in attendance.
- Slate of New Board Liaisons – Santo Perry and Carol Estrella will be the Board liaisons to the ARC Committee. Renzo Falcinelli will be liaison to the Property Committee, Nancy Southard will be liaison to the Communications Committee and Darryl Rhodes will be the liaison to the Activities Committee.
- Scheduled Date of the February 2018 Annual Meeting – The annual meeting is scheduled for February 3, 2018 at HGTC. The room has been reserved.

Renzo Falcinelli moved and Carol Estrella seconded a motion to approve the amount of \$275.00 to be paid to HGTC for the rental of a room in their facility for the upcoming annual meeting on February 3, 2018. The motion passed unanimously.

- Appointment of Committee Chairs and Members – Pat Paxson will continue as chairperson of the Activities Committee. Liz Maass will be vice-chair, Jeanne Niziol is secretary and Charlene Rose is treasurer. Pat Hosford will continue as chairperson of The Architectural Review Committee which will now also have a vice-chairperson, Jenny Jenemann. Kathryn Pears joins the committee and they still need one more member. Dennis Arena is taking over for Leo Reger as chairperson of the Property Committee. New members are Mary L’Heureux as Phase 8 representative and Roger Kirschner and Richard McEvoy. Ted Ackley remains as chairperson of the Communications Committee and Mary Johnsen is a new member of the committee. Nancy thanked everyone.

- New Resident’s Orientation on January 29, 2017 – Pat Hosford gave an update. She said 25 – 30 people attended. She said this event is probably one of the best things they have started to do in the past year. Possible changes and additions to future orientations were discussed.
- 2017 Retaining Wall Update – Pat Hosford said they are in progress and thinks they will be under budget. Some of the money will be retained for spring to top dress lake bank areas.
- 2017 Volunteer Luncheon – The Volunteer Luncheon will be held on April 23, 2017 from 2:00 – 4:00 p.m.
- Copier Contract – Ted explained the contract and what is covered under it.

Darryl Rhodes moved and Santo Perry seconded the motion to accept the proposed copier contract. The motion passed unanimously.

- 2016 MTHOA Tax Preparation and Audit – Sherri L. Freudiger, CPA, PA and Phillips, Currin & Company CPA’s, LLC – Jim Luneke explained the whole process of our tax preparation beginning with Sherri L. Freudiger, CPA, and then going to Phillips, Currin & Company CPA’s LLC for auditing. Two engagement letters are required in this process. One is for \$1,500.00 to Sherri L. Freudiger and the other is for Phillips, Currin & Company in the amount of \$1,450.00

Darryl Rhodes moved and Renzo Falcinelli seconded the motion to approve the preparation of Myrtle Trace taxes by Sherri L. Freudiger, CPA, PA in the amount not to exceed \$1,500.00. The motion passed unanimously.

Carol Estrella moved and Santo Perry seconded the motion to approve the audit by Phillips, Currin & Company CPA’s, LLC in the amount not to exceed \$1,450.00. The motion passed unanimously.

CORRESPONDENCE:

The Board received a thank you from Ruth King for our donation to Waccamaw Animal Rescue in memory of Fred King.

REMARKS FOR THE GOOD OF THE ORDER:

Renzo thanked Dennis Arena for agreeing to step in to take over leadership of the Property Committee.

Darryl thanked all the committees for the great work they do day in and day out. He also thanked Mary Johnsen for being a great president last year. He thanked Dave Smyth also for serving as vice-president last year.

Carol thanked everyone who offered her encouragement and answered questions so willingly regarding her new position on the Board. She is looking forward to serving this year.

Santo thanked all the volunteers on all the committees.

Nancy welcomed the new Board members. She said she is looking forward to a great year together. She thanked Leo and all the committee chairs and members. She also thanked Mary Johnsen for a fantastic job in a difficult year.

Darryl Rhodes moved and Santo Perry seconded that the meeting be adjourned at 10:15 a.m. The motion passed unanimously.

Respectfully submitted, Diane Gascoigne, Recording Secretary