

MYRTLE TRACE HOMEOWNERS ASSOCIATION
CONWAY, SOUTH CAROLINA
BOARD OF DIRECTORS MEETING – August 16, 2017

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

ATTENDANCE: *Board Members:* Nancy Southard, Renzo Falcinelli, Terry McTarnaghan and Santo Perry

Absent: Darryl Rhodes

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

Absent–Richard McEvoy, Property Committee

Also present were: Jim Luneke - Administrative Consultant, Barbara Artz, Dave Atkins, Ellen Elliott, Leo Reger, Mary Johnsen, Mickey Jarossy, Peggy Carter, Carol Shea, John Martin, Karen Riley, Pat Fisher, Peter Sivillo, Linda Smith, Paul Sallas, Patty Timsand Diane Gascoigne - Recording Secretary and others who came after the meeting started.

PUBLIC PARTICIPATION: Mickey Jarossy addressed the Board concerning an issue on Tern Lake. Nancy replied that the Lake Committee is presenting a report today. They will look into her concern. Mickey also asked if there was any plan to do something with the clubhouse kitchen. She said it is difficult to work in after large functions and some appliances could be replaced or done away with. Nancy replied that as far as she knew the proposed kitchen renovation was never approved and the appliances are on a repair and replacement schedule.

NOTE OF PASSING RESIDENTS:

Juno Jones of 101 Boxwood Lane passed away on July 25, 2017

Marion Brech of 111 Laurelwood Lane passed away on July 28, 2017

NOTE OF NEW OWNERS:

Raleigh H. and Judy C. Hampton purchased 235 Myrtle Trace Drive on July 14, 2017

David D. French and James J. Marshall purchased 220 Wedgewood Lane on July 17, 2017

Frederick T. and Ellen J. Tedder purchased 107 Hickory Drive on July 28, 2017

Jacqueline Ann Masucci purchased 230 Cedar Ridge Lane on August 4, 2017

Richard E. and Jean L. Hohenberger purchased 226 Wedgewood Lane on August 7, 2017

David and Teresa Oberg purchased 120 Boxwood Lane on August 18, 2017

APPROVAL OF MINUTES:

Renzo Falcinelli moved and Santo Perry seconded the motion to accept the minutes of the July 19, 2017 Board meeting. The motion passed unanimously.

COMMITTEE REPORTS:

ACTIVITIES COMMITTEE – Pat asked the Board if it was possible to invite outside crafters and buyers to the next Myrtle Trace Arts and Crafts Day. Nancy asked how successful we were last year with just Myrtle Trace

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residents and how did the Activities Committee intend to extend the invitation. She also asked how they would handle the parking situation. More discussion followed.

Santo Perry moved and Renzo Falcinelli seconded the motion to accept the Activities Report. The motion was unanimous.

ARCHITECTURAL REVIEW COMMITTEE – Pat said there are two agendas for review this month.

Santo Perry moved and Renzo Falcinelli seconded the motion to accept the ARC reports. The motion passed unanimously.

PROPERTY COMMITTEE – Leo Reger reported for Richard McEvoy. Leo said their committee has a possible replacement for Phase One representative. He also said the committee has reviewed the HOA Property Guidelines and they are not making any changes. It is ready to submit to the Board.

Renzo Falcinelli moved and Terry McTarnaghan seconded the motion to accept the Property Committee Report. The motion passed unanimously.

COMMUNICATIONS COMMITTEE – Ted questioned the timing of committee minutes going onto the website. There was discussion on this and it was stated that committees must approve their minutes before submitting them for publication.

Santo Perry moved and Terry McTarnaghan seconded the motion to accept the Communications Committee Report. The motion passed unanimously.

TREASURER'S REPORT – Terry McTarnaghan reviewed Darryl's report in his absence. Finances for 2017 continue to be in good shape and should continue to be so for the remainder of the year barring any unforeseen events.

Santo Perry moved and Renzo Falcinelli seconded the motion to accept the Treasurer's Report. The motion passed unanimously.

NEW BUSINESS:

- **Storm Water Management Committee Report – David Atkins and Ellen Elliott** – Dave said in 2015 the Board became concerned about our storm water management system and they appointed a committee to prepare a plan to address it. Myrtle Trace's storm water management system is 27 years old. We have always been reactive not proactive when it comes to that system. Horry County mandates that Myrtle Trace HOA must maintain this storm water management system. The plan for management and maintenance was completed in 2016. Since then two of the projects in that plan have been completed.

Dave thoroughly explained the details. In February of this year, the committee reconvened. The Board charged them with reviewing the 2016 plan. This review is being given to the Board today.

Ellen Elliott discussed the plan for 2017. The recommendations have been divided into three tiers ranked as most important in priority. All recommendations address what can be done to keep our lakes appropriate for storm water management and healthy and aesthetically pleasing. Tier One's top priority is to restore all lakes to their original depth and to implement this there is a two-step follow-up. This year three areas have immediate and long standing needs. Those three areas are the entirety of Lake Sparrow, entire Lake Oriole and part of Lake Cormorant. The follow-up recommendation in subsequent years is to use the mapping process which revealed the depth of the lakes and silt build-up in making decisions on the order of the lakes to be dredged. Also to make sure money is set aside in the budget to complete these tasks. Tier Two is to keep lake outflows, culverts and narrow fingers of lakes that are dead-ends where silt builds up debris free. First a professional firm will have to be hired to clean out the culverts. Then Hardee's team will work to keep outflows and areas around the narrow lake fingers clear of debris. Tier Three has two separate recommendations. First is to explore what can be done about the emergency drainage from Lakes Osprey and Cormorant. The houses in these areas are the most apt to flood during storms. It might be possible to create another emergency outflow out of Lake Osprey into the county ditch but there first has to be a topographical survey to see if it's possible that that would even work. If it is feasible to create the emergency outflow, we would first have to get permission from the county to dump water into their ditch. The second recommendation is to manage the water levels on Lakes Dove and Wren. The report has identified three possible options to address maintaining those water levels.

Dave concluded with the three recommendations. The first recommendation from the committee is to work closely with the Lake Banks Committee. Second and third is to increase annual funding for lake maintenance and repair and appoint a special committee to oversee the implementation of the plan. They recommend this committee have three to five individuals with a liaison member from the Board of Directors. They also suggest to the Board that the plan be put on the HOA website for residents to see.

A Question and Answer period followed. Dave thanked the Planning Committee, the Board of Directors and all volunteers who assisted with this for their time and effort. The Board will be reviewing all the recommendations and Nancy thanked everyone involved.

- **Firewise Program – Ellen Elliott** – Ellen reviewed the Firewise Program. A presentation describing the Firewise Program was given at the Myrtle Trace Clubhouse last year to Myrtle Trace residents. It is a national program to reduce wildfire risks. There is a process to be followed if Myrtle Trace wants to become a Firewise Community. A survey has been done by the South Carolina Forestry Commission; however, we have not seen this assessment yet. Ellen explained the process in detail. The state representative is drafting a plan for us. Once we have seen this and determined if we can do it or not a budget has to be set up.

- **Volunteer Article – Mary Johnsen** – Mary said a Volunteer Recruitment Committee has been formed to get the word out to new residents. Various ways were discussed to get new residents involved in volunteering. We need each and every one of us to make this community run. The committee requested permission from the Board to put an article in the “News and Views”.

Santo Perry moved and Renzo Falcinelli seconded the motion to put an article in the “News and Views” to recruit volunteers. The motion passed unanimously.

- **OLLI Presentation** – Nancy said there will be a presentation by OLLI in the clubhouse on Thursday, September 7, 2017 at 11:30 a.m. The representative from OLLI will explain all that the OLLI Program has to offer.
- **2018 Budget Requests** – Nancy thanked all committee chairpersons for getting their budget requests into the Board on time. The Board will get back to them.
- **Copier Request –Ted Ackley** – Ted said our copier is currently saving the community about \$3,000.00 a year vs having to have things printed elsewhere. The copier was purchased in February of 2012 with a five-year warranty. A new service contract will cost us \$2,156.00. Ted is proposing the purchase of a new machine for \$5,456.00. We have \$6,800.00 in reserve for purchase. A new service contract will be less than the current one.

Renzo Falcinelli moved and Santo Perry seconded the motion to accept Ted’s recommendation to purchase a new copier. The motion passed unanimously.

- **Capital Contribution for New Owners** – Nancy said previously there has been a \$300.00 charge as a lot fee when someone purchases a home in Myrtle Trace. The Board has reviewed expenses coming in to maintain and preserve our common grounds. Those expenses are now going up. The Board proposes to amend our policy and raise the fee to \$500.00 per lot. \$50.00 will be considered the assessment fee as always and \$450.00 will be the contribution to the improvement of common property. This increase becomes effective January 1, 2018.

Renzo Falcinelli moved and Santo Perry seconded the motion to accept the changes to the Capital Contribution as described in the Capital Contribution document. The motion passed unanimously.

- **Certified Statement of Assessments** – Nancy said Peter Bevan prepares this form. It has been revised to reflect the changes to the capital contribution.

Santo Perry moved and Renzo Falcinelli seconded the motion to accept the new Statement of Assessment. The motion passed unanimously.

- **Board Meeting Format** – Nancy said the format for Board meetings is being modified. The meeting will continue to be called to order at 9:00 a.m. Following that a 30 minute period will be allowed for public input from residents without advance notice. However, if you want to be sure to be heard in this 30 minute time period, you may still put in a request to be heard. Written requests will be addressed first and the time will not exceed 30 minutes to speak. Allowing a time limit for each speaker is being discussed. This will be similar to but not replace Listening Sessions. The Board will listen but not respond or address the issues during this time. However, they will get back to the individuals.

CORRESPONDENCE:

The Board received a thank you note from St. Jude Children’s Research Hospital for our donation given in memory of Andrew Lindh.

The Board received a thank you note from St. Paul’s Church for our donation given in memory of Robert Grace.

The Board received a thank you note from Heartland Hospice Memorial Fund for our donation given in the memory of Grace Anne Barabino.

REMARKS FOR THE GOOD OF THE ORDER:

All Board members thanked Dave Atkins and Ellen Elliott and their committee for the thorough and professional job they did on storm water management. A lot of time and effort was put into this and it is greatly appreciated. They also thanked Mary Johnsen for her committee’s work on volunteer recruitment. Nancy again thanked the committee chairpersons for submitting their 2018 budget requests on time.

**Santo Perry moved and Renzo Falcinelli seconded the motion to adjourn the meeting at 10:45a.m.
The motion passed unanimously.**

Respectfully submitted, Diane Gascoigne, Recording Secretary