

MYRTLE TRACE HOMEOWNERS ASSOCIATION
CONWAY, SOUTH CAROLINA
BOARD OF DIRECTORS MEETING – August 15, 2018

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

ATTENDANCE: *Board Members:* Nancy Southard, Donna Ebling, Les Gerhardt and Santo Perry

Absent: Renzo Falcinelli

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

Also present were: Jim Luneke - Administrative Consultant, Dianne DeFeo, Sharon Grabowski, Mickey Jarossy, Liz Maas, Bill Fox, Ellen Elliott, Marie Tims, Annie Kongvold, Bob and Suzanne Owens, Lydia and Herb Baraga, Steve and Bobbi Sands, Darryl Rhodes, Mary Johnsen, Barbara Artz, Carol Laga, Patricia Tims, Elizabeth Cindrich and Diane Gascoigne - Recording Secretary.

RESIDENT PARTICIPATION:

- ♣ Sharon Grabowski and Lydia Baraga addressed the new policy of lap swimming at the pool between 4:30 p.m. and 5:30 pm. Sharon requested that next year the time set aside for laps be moved to the hour after water aerobics in the morning. Lydia asked if no lap swimmers come during the specified hours do children still have to get out of the pool.
- ♣ Bobbi Sands, Darryl Rhodes, Marie Tims, Elizabeth Cindrich, Bob Owens, Mickey Jarossy, Steve Sands and Pat Paxson all voiced their opinions on the matter of single residents being able to invite outside guests to Myrtle Trace activities. There was much discussion on both sides pro and con.

Nancy thanked everyone for their participation and thanked all for remaining calm and orderly.

NOTE OF PASSING RESIDENTS:

Geneva Wills of 109 Hickory Drive passed away on July 18, 2018
John Lehman of 163 Myrtle Trace Drive passed away on July 25, 2018
Betty Wise formerly of 111 Cricket Court passed away on July 27, 2018

NOTE OF NEW OWNERS:

Susan Granger purchased 216 Beechwood Court on July 19, 2018
Dawn Sicola purchased 132 Berry Tree Lane on July 23, 2018
Tina Hurley purchased 181 Glenwood Drive on July 31, 2018

APPROVAL OF MINUTES:

Santo Perry moved and Donna Ebling seconded the motion to accept the minutes of the July 18, 2018 Board of Director's meeting. The motion passed unanimously.

COMMITTEE REPORTS:

ACTIVITIES COMMITTEE – Pat Paxson gave the Board members a proposal from the committee regarding single residents inviting outside guests to Myrtle Trace activities. She said this applies to Myrtle Trace special events and not regularly scheduled activities in the clubhouse. She mentioned that the only time there seems to be a problem is when

there is a band performing or other popular events like Memorial Day. Nancy said there has been a lot of discussion on this and no matter what is done, someone feels they are not being treated fairly. The Board is not ready to make a decision; more reflection is needed.

Santo Perry moved and Donna Ebling seconded the motion to table a decision on this matter until the Board has had more time to reflect on it. The motion passed unanimously.

Santo Perry moved and Donna Ebling seconded the motion to accept the Activities Committee report as written. The motion passed unanimously.

ARCHITECTURAL REVIEW COMMITTEE - Pat Hosford said there is one agenda for review. The names of the two new committee members will be given next month.

Santo Perry moved and Donna Ebling seconded the motion to accept the ARC report. The motion passed unanimously.

PROPERTY COMMITTEE – Rich McEvoy said their committee did not meet until yesterday so there is no report this month. It will be presented next month with August's report. He reviewed issues addressed at their meeting. A decision on the vertical parking guards was tabled until their next meeting as they came up with some new options. The hot water heater at the pool will be replaced this weekend. Rich asked the Board to approve Hardee's proposal to replace the pipe and put in a sump pump to redirect the water causing flooding on Cricket Court. The cost estimate for this project is \$470.00.

Les Gerhardt moved and Santo Perry seconded the motion to accept Hardee's proposal and begin work on the project. The motion passed unanimously.

COMMUNICATIONS COMMITTEE – Ted Ackley said he had no additions to his written report.

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

TREASURER'S REPORT – Les said income for July was under budget however, none of the things that caused this will be recurring expenses.

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

NEW BUSINESS:

- **Kitchen Refurbishing Committee Report** – Bill Fox and Ellen Elliott presented the proposal and recommendations for refurbishing the clubhouse kitchen. The members of his committee are: Bill Fox, Chairman; Ellen Elliott; Nelson Fisher; Mickey Jarossy; Annie Kongvold; and Liz Maas. He said the Kitchen Refurbishment Committee had to keep in mind that the clubhouse is used for a variety of different activities.

There was a major clubhouse renovation in 2014 and in 2017 we had an addition to our storage area. Following that addition, the only room left to be updated was the kitchen. The kitchen was included in the original renovation plan of 2013, however, due to hurricanes, etc. we were not able to complete this part of the renovation at that time. In February, 2018, this committee was charged to develop a plan for refurbishing but not expanding or adding onto the footprint of the kitchen. The Board requested a report including cost estimates be ready by early August in time to be included in the budget planning for 2019.

Bill said every suggestion by the HOA and individual homeowners was carefully considered. Each committee member had an assignment and much research was done. Ellen shared the proposed layout with us. She also showed materials to be used for the cabinets and the countertops. She described each new appliance and its placement including a commercial range hood which they were told by law we must have because the clubhouse is a commercial building. She also described in detail the new beverage bar and new lighting. Their committee recommends hiring a commercial contractor to oversee this project. Specification sheets have been prepared and permits must be obtained. Ellen gave the Board a complete breakdown of all costs and vendors. Some things may require going out to bid. She itemized all the costs and said they added a 2.5% inflation ratio and subtracted the amount already budgeted for this project. The total should be just under \$40,000.00 and brings the kitchen in line with the rest of the clubhouse. The clubhouse is one of the first things a prospective buyer looks at. There was a question and answer period. Nancy thanked Bill, Ellen and all the committee members for their time.

- **Budget Requests for 2019** – Nancy thanked the Committee Chairs and the members of the committees for handing in their 2019 budget requests to the board.

CORRESPONDENCE:

The Board received a thank you from W.A.R.M. for our donations in memory of Geneva Wills and Alice Tingler.

The Board received a thank you from North Conway Baptist Church for our donation in memory of Mildred Story.

The Board received a thank you from the Catholic Church of St. James for our donation in memory of Jerry Campbell.

Santo Perry moved and Donna Ebling seconded the motion to adjourn the meeting at 10:30 a.m. The motion passed unanimously.

Respectfully submitted,

Diane Gascoigne, Recording Secretary