

**MYRTLE TRACE HOMEOWNER'S ASSOCIATION  
ANNUAL MEETING  
HORRY-GEORGETOWN TECHNICAL COLLEGE  
FEBRUARY 1, 2020**

Santo Perry, President of the Board of Directors, called the meeting to order at 2:00 p.m.

Santo Perry: Welcome to the Annual MTHOA meeting. At this time I call this meeting to order and ask everyone to please rise as Ted Ackley leads us in the Pledge of Allegiance. Thank you.

Please give your attention to Cathy McElroy as she gives our invocation. (Cathy also read the names of our Myrtle Trace friends and neighbors who passed away during the past year).

A quorum was confirmed by Les Gerhart.

**NOMINATING COMMITTEE REPORT:** At this time I would like to call on Les Gerhart, our Vice President, to give the Nominating Committee report. The nominees for the two open Board positions are: Nancy Southard, Ray Binis and Debra Perry. Are there any nominations from the floor? There were none. Please vote for two candidates.

**INTRODUCTIONS:** Santo Perry - Let me introduce my fellow Board members: Les Gerhart, Vice-President; Donna Ebling, Secretary/Treasurer; Director at Large, Mary L'Heureux.

**TREASURERS REPORT:** Donna Ebling will now give the treasurer's report.

About the time we can make the ends meet, somebody moves the ends - Herbert Hoover. This sentiment sums up Myrtle Trace's year with respect to our finances.

Our financial plan has always been to use prepaid dues and other income to pay for our ordinary and budgeted expenses, and to also distribute monies (this year's goal was \$70,000.00) into our designated funds. These designated funds, Roads, Lakes, Infrastructure, and Emergency/Disaster, help ensure that we are prepared for approved projects and unexpected occurrences or disasters (hurricanes). This practice of putting aside monies for a rainy day has allowed Myrtle Trace to maintain its ambience, as well as, to ensure the community operates in the standards to which our residents are accustomed.

Unfortunately, this year, did not go according to our plan. We must remember that Myrtle Trace is almost 35 years old. And, as with people, things age, they break down, and need to be fixed or replaced. We cannot just make note of the needed repair/replacement, we must fix it as soon as possible, for the safety and peace of mind to our residents. (Just as knees and hips that break, which also must be fixed in order to maintain daily living?)

We had several Myrtle Trace breaks this year. We are lucky that we were able to fix things as they broke, we did not have to wait a few months while we attained funds. Our finances are secure such that we were and are able to fix items as they break. But because we fixed all the broken parts, we don't have our extra money to put aside this year. It is extremely important to be able to fix parts as they break. These ensures the safety of our residents, the appearance of our community, and the manner of life here that we are accustomed to living and have come to expect. So, we sacrificed savings to fix what needed to be fixed.

Our year-to-date net income was \$6,946.00 vs. a budgeted amount of \$70,006.00. This was unfavorable by \$63,059 due to expenses exceeding budgeted items. This figure will increase as we determine any additional year-end adjustments to expenses, and book any year end contributions to our reserve accounts.

These expenses were booked at year end and set up in an accrued Liability account:

- Replace berm on Myrtle Ridge well site                   \$3,000.00
- Final payment for lakes dredged in 2019               \$28,878.00
- Clubhouse kitchen renovation                           \$39,565.00

Since we have signed contracts from vendors to do the work and have collected dues for these projects, we can expense them in 2019 even though the work won't be completed until 2020. When paid in 2020, the accrual liability account will be charged, not our various expense accounts.

Some notable expenses included

- Purchase of pumps and hoses for water removal (\$2,395.00 vs, \$675.00 budgeted)
- Legal fees for resident litigations (\$3,000) and for the right of way initiative (\$3,000.00) and current litigation \$2,000.00 (est.) with residents over tree removal
- Road surfacing and lake dredging were budgeted, however we did two lakes and paid for both (vs. one, as it was cheaper to dredge two) - two 50% payments of \$28,878.00 [\$58,533.00 vs \$23,667.00]

*We spent \$105,401 vs. budgeted \$29,367.00 [cleaning, water removal pumps, new wells, clubhouse HVAC, lake dredging] per Jim's response*

Our monies include:

Total CDs	\$448,434.64
Total Checking	\$258,973.85
Accounts Receivable and Other Assets	\$19,378.91
Grand Total	<u>\$730,557.79</u>

Our monthly expenses include Clubhouse water and utilities, cleaning, insurance, legal, landscaping, administration, pool maintenance and chemicals, and various other projects.

Our infrastructure really started to break down this year. We will need to increase our funding to the infrastructure funds to ensure we are able to continue to maintain Myrtle Trace. To further stress the need for increased funds for infrastructure, the kitchen contractor uncovered a hazard in the clubhouse electrical box. The wire resembled a bird's nest and was a potential fire hazard; it would not have passed inspection. We will be spending between \$600.00 and \$800.00 to have the wiring brought up to code.

To ensure that we are able to maintain the infrastructure, the Board voted to approve an increase in the HOA monthly dues. The previous amount of \$82.50 was raised to \$85.00. This is a monthly increase of \$2.50, or a yearly increase of \$30.00.

I would like to thank our contractors: Jim Luneke and Jean Hohenberger for their hard work and diligence with respect to our financials and to Ted Ackley for his administrative duties. They should be recognized for all they do to keep us on track. Thanks to them and the various Myrtle Trace committees, our financial audits are always accepted and approved and our taxes are filed. Even though, we are considered a non-profit entity, we still need to file taxes.

In the New Year, we will need to be cautious in our spending. *We spent \$105,401 vs. budgeted \$29,367.00 [cleaning, water removal pumps, new wells, clubhouse HVAC, lake dredging] per Jim's response*

We need to monitor our expenses, so that we can be sure to have ample monies to pay our expenses, but we also want to be able to put monies away for a rainy day, because at 35 years of age, we can expect more things to break. And they will need to be fixed.

To sum up: You have to accept whatever comes, and the only important thing is that you meet it with the best you have to give. I think the Board has done just that – thank you.

**COMMITTEE REPORTS:** I would now like to introduce the chairpersons of our four very active committees. They will then tell you about the role of their committee and give their committee report.

First is Lee Williams, who is the chairperson of the Activity Committee.

Good Afternoon, my name is Lee Williams. I am the acting chair of the Activities Committee

The purpose of the activities committee is to oversee events that take place in the clubhouse and some of the activities that occur in the community.

2019 was another fun filled year. Beginning with an Evening with Elvis hosted by Angie Stuto

February Chinese New Year hosted by Marie Tims

March St Patrick's Day hosted by Mickey Jarossy  
April Yappy Hour hosted by Pat Paxson  
Also in April Egg Hunt and Easter Breakfast hosted by Jean Nizio  
May Memorial Day hosted by Marie Tims  
June Pizza Party hosted by Liz Maass  
July 4th of July hosted by Nelson Fisher  
August Woodstock hosted by Beth Crow  
Also in August Ice Cream Social hosted by Anne Kongvold  
September Block Party hosted by John Drohan  
October Arts and Craft Festival hosted by Pat Paxson  
November Veterans Day hosted by Marie Tims a Beth Crow  
Also in November Thanksgiving Dinner hosted by Pat and Nelson Fisher  
December Cookie Swap hosted by John Drohan

In addition to the previous events.....the activities committee has many standing committees.

Pot Luck Dinners - chair Mickey Jarossy  
Bingo - chair Nelson and Pat Fisher  
Dining Out - Janine Sutherland  
Friday Night Get together Steve Sands  
Coffee Klatch - Jane Caterina  
Meals to Homebound - Anne Kongvold  
Line Dancing - Pat Paxson  
Game Night - Beth Crow

In addition to the people that have chaired an event or are chairing a committee are the 2019 Activity Board members. If you are in the audience please stand.

Chairperson Marie Tims  
Vice Chair Lee Williams  
Secretary Marcia Schatz  
Treasurer Debbie Perry

At the scheduled January meeting we accepted nominations for Chairperson. At the February meeting we will be electing a new chairperson for the 2020/2021 term.

Activities meet the second Monday of the month. If you would like to attend the February meeting will be held at my house 100 Laurelwood Lane. At 7PM. We would be happy to have you attend a meeting and get to know us and share your ideas.

Next I would like to present Pat Hosford, chairperson of the Architectural Review Committee.

Good Afternoon. Today I would like to speak a little bit about the Architectural Review Committee. I wonder if you know that ARC along with the Nominating Committee is the only two committees named in the By-Laws (Article 9) of the Association. ARC at that time was called the Architectural Control Committee and was established by the original writers of the Covenants to work with the Board of Directors to review outdoor projects requested by homeowners. They knew at that time how important it was to maintain the appearance of the community as they had planned it.

Thirty-five years later we still have it, but now call it the Architectural Review Committee and we continue to monitor the outdoor projects of the community through the process of submitting Project Request Forms for committee review. Through this process we review on average 250-300 requests per year. Our purpose is to maintain the original appearance of the community while also reviewing and incorporating new building materials. Because of the feedback we get from new residents, we believe the appearance of our community promotes new sales and maintains our reputation as a premier retirement community.

If you have noticed I have referred to Myrtle Trace as community on several occasions. That is because we are not just a place to live or a neighborhood. We are a community of people who work together, volunteer together,

attend activities together and help each other in times of need. We, the members of ARC, hope we contribute to this feeling of community by maintaining an attractive setting in which to live.

It is my pleasure to introduce the members of the 2019 Architectural Review Committee and ask them to stand until all their names are called. Secretary-Terry Eisenhardt, Co-Chair Jenny Jenemann, Nancy Murphy, Anne Kongvold, Dianne Connelly, Ernie DiFiore, Lee Sutherland, Dianne McDonough, Terry McTarnaghan, Mickey Jarossy, Celia Hummel and Linda Moore. Thank you all for your willingness to volunteer your service to assist in the improvement of our community.

Our third committee is the Property Committee chaired by Liz Maass.

Good afternoon and Thank you for coming out today. I am Liz Mass, your Property Committee Chairperson.

There are 15 members on the Property Committee, eight who are Phase representatives.

The Property Committee's responsibilities are

1. To oversee the Hardy Team maintenance of Common Ground areas
2. Oversee the upkeep of the Clubhouse in addition to the Lakes, pool, trees, wells, and gated areas.

We accomplished all of our goals in 2019 within our budgeted amount.

1. A new contract to improve the cleaning of the clubhouse
2. A new pool maintenance contract
3. The installation of 2 new AC units at the Clubhouse
4. Sealed and coated Myrtle Trace Drive
5. Replaced one of the three Deep Well Pumps. These deep well pumps are responsible for pumping over 40 million gallons of water in order to maintain our lakes.

Goals for 2020

- Currently in the process of replacing all MT street signs
- Adding pool furniture
- Continued work on lake project
- Resurfacing shuffle board courts

I would like to ask the members of the Property Committee to please stand up and be recognized. We are a community of volunteers, working together with a common goal: the well-being of Myrtle Trace.

Next is Ted Ackley, Chair of the Communications Committee.

Good Afternoon, The Communications Committee was formed about eleven years ago soon after our website was created. The Committee's purpose is to coordinate the efforts of several volunteers who perform various duties to keep our residents well-informed. The News & Views is still the primary source of current information about our community. It reaches every resident and every homeowner including those who don't live here. An e-mail version is also available to anyone who wishes to receive it. If you would like to be added to the e-mail list just give me a call or send me an e-mail. You will still receive your paper copy. More about the News & Views later.

Teresa Oberg is the Webmaster of our website and Bruce Williams provides all the photos and technical support. I provide back-up for Teresa. It contains a vast amount of useful information: Minutes of Board meetings, Annual meetings and committee meetings for the past 7 years are available. Photos of the Board members and committee members are also displayed. News & Views issues for the past seven years are also on file. A very useful feature of the website is a listing of contractors and service providers who have been recommended by Myrtle Trace residents. This listing is found under Homeowner Resources. Also found in Homeowners Resources are the various Policies and Procedures established by the Board of Directors over the years. Finally, the website is a great way to show your family and friends back home what a great community you live in. Whenever you see the Myrtle Trace flag lowered, a resident has passed away. The name of the deceased may be found in the In Memoriam section of the website and it will also be posted at the Clubhouse entrance for three days. Mary Johnsen and Bruce Tenney lower and raise the Myrtle Trace flag as necessary. The Committee also maintains the bulletin board outside the entrance to the Clubhouse.

Our official greeters, Kathy Gerhart & Pam Reinhart, visited 58 new families or individuals during the past year compared with 48 during the previous year. One of the few problems the Greeters have is finding out when new residents have moved in. Therefore, I'm asking each of you to let Kathy or Pam know when you get a new neighbor.

Other members of the committee are Lina Janovitz and Linda Guest who maintain our Community directory database and also mail the News & Views each month to about 25 non-resident homeowners. With their help, I publish a new Myrtle Trace phone directory in April and October. Jeanie Rhodes edits the News & Views fliers and Pat Paxson prepares and maintains the community calendar which is found on the back page of the News & Views each month. She also handles private reservations for the use of the Clubhouse. Jon Bourne maintains an emergency e-mail database which is used ONLY when there becomes an urgent need to contact as many of our residents as possible. In addition to serving as Chairman of the Communications Committee, I've been the Editor of the News & Views for the past 25 years. I'm not going to retire until they increase my pension! Carol Blonowicz has been trained as my backup. Our News & Views carriers are Bill Alexandra, Lydia Baraga, Tom Gayer, Jean & Joe Glavan, Bob Kirk, Gary Main, Sheilah Reynolds, Dick Scott, Nancy Seeds, Cathy Smith and Mike & Joanna Wilcox. I would like to thank all the committee members and the news carriers for their valuable service. They all do a great job. Our committee assignments are listed on the back page of the Myrtle Trace Directory. Please feel free to call any of us if you have questions or need information. Thank you very much.

#### **PAST PRESIDENT'S REPORT:**

Good afternoon, as Santo said, I currently serve as the chair of the Council of Past Presidents and it is comprised of 12 past presidents who still live in Myrtle Trace. This committee was formed approximately 13 years ago. The mission of the committee is to serve as a helpful resource to the Board of Directors when requested. We meet on a quarterly basis and receive updates from the Board President and offer feedback and suggestions when asked.

The Council also hosts a New Resident Orientation, on a semi-annual basis; one in January the other in June. When new residents move into Myrtle Trace our greeters, Kathy Gerhart and Pam Reinhart, make the initial contact with the resident and provide them with much information. The New Resident Orientation takes place to provide the new residents an opportunity to meet the current Board President, and chairs of the Activity, Architectural Review Committee, Communication Committee and Property Committee. The chairs provide an overview of what their committee does and following these presentations residents are allowed to ask any questions they have regarding Myrtle Trace. It also provides residents an opportunity to meet other "new" residents to Myrtle Trace and provide some personal background information.

As I said earlier, the Council of Past Presidents of the MTHOA, currently there are 12 members, and covers the spectrum from 1988 to 2018. I would like to introduce the members and ask that they please stand and remain standing until all names have been called. Lyle Kershner, Ted Ackley, Nancy Murphy, Pat Hosford, Bill Fox, Tom Gray, Cathy McElroy, Dave Atkins, Ellen Elliott, Les Gerhart, and Mary Johnsen. Thank you.

#### **BOARD REPORT: Santo Perry, President -**

Good Afternoon Fellow Homeowners and Neighbors. Welcome to our Annual Meeting. This year was an exciting year for the Board. The first thing that we were faced with was the air conditioners and air handlers in the Club House need to be replaced. Next, Myrtle Trace Drive was sealed. The Board is proud of the Property Committee for overseeing this project. These individuals encountered being yelled at, almost being hit by cars and homeowners not following the safety of our Community. A decision was made that instead of publishing the Directory once a year, it would be published twice a year by the Communications Committee. Once in April and once in October, Lake Bunting and Lake Heron were dredged this year with the Lakes Committee overseeing this project. This brings the total number of lakes dredged to four. The Club House was closed on January 6<sup>th</sup> for the remodeling of the kitchen. The reopening should be February 6<sup>th</sup>. The remodeling was overseen by the Kitchen Remodeling Committee.

This year was not a good year for trees in the Common Areas. The Board spent \$9,000 on the removal of diseased trees. This project was handled by the Property Committee. There was a sink hole that needed to be fixed on Hickory Drive. We need to remember that the infrastructure of the Community is getting old and we will need to budget for these items. The Community lost a member of our family, Al Hardee. He was an asset to our Community as he knew everything about Myrtle Trace because of his years of service. The Board made a decision to purchase two pumps to pump the Lakes down prior to hurricanes rather than renting the pumps. Infusers were purchased for Lake Oriole. This was necessary to ensure the health of the Lake. The well needed to be replaced. The well keeps Lake Osprey, Cormorant, Wren and Dove filled when we have not had rain. The Board made a decision to increase the dues \$2.50/month as of January, 2020. This decision was made in order to increase the budget for disaster and infrastructure.

I think that the Board has accomplished a lot this past year. I would like to thank you for allowing me to serve on the Board for the past three years. I have learned a lot about our Community and serving has been a great experience.

**2020 NOMINATING COMMITTEE:** The 2020 Nominating Committee consisted of Ted Ackley, Marjorie Anctil, Anne Kongvold, Deborah Perry, Deborah Rebocho, Jeanie Rhodes and Kathy Yeagley. Along with their committee chairman, Board Vice President Les Gerhart, this group met on three occasions between September 1, 2019 and Thanksgiving. They ultimately presented to the Association membership a three person slate of candidates consisting of Nancy Southard, Ray Binis and committee member, Deborah Perry, to replace outgoing Board members Santo Perry and Les Gerhart. At the general membership meeting on February 1, 2020 Nancy Southard and Ray Binis were elected to join Donna Ebling, Mary L'Heureux and Pat Paxson as the 2020 Myrtle Trace Board of Directors.

The Association by-laws have provided, since adoption, for a Nominating Committee. The committee's function is to meet and select persons to run for seats on the Board of Directors. Nowhere, however, was a method for the selection of committee members provided for. When the Council of Past Presidents discovered this absence early in 2019 an effort was made to correct this failing. The Board eventually adopted a policy providing for an eight member committee to serve under the leadership of the Board Vice President. Each member was to serve a two-year term except for the initial members, four of whom were to serve for only one year in order that terms would be staggered. One committee person was to be a member of the Past President's Council and be named to the committee by the chairman of that group. Another was to be a member of the Activities Committee and be appointed by the chairman thereof. A third was to be a member of ARC and be chosen by its chairman. A fourth member was to be a Communications Committee member chosen by its chairman and the Chairman of the Property Committee was to pick one of his members. The Board Vice-President was to designate three at-large members of the committee. The first Nominating Committee selected under this methodology, chosen to select next year's candidate for the Board is comprised of: Bill Fox, Ron Grove, Ted Ackley, Judy Conger, Diane Connelly, Lois Totura, Roy Frantzen and Mike Reinhart.

On behalf of the Board I would like to thank those who served on the 2020 Nominating Committee, those who have agreed to accept a position on the 2021 Committee and those who have volunteered to stand for election to the Board. The future of Myrtle Trace is dependent on their willing volunteerism.

Respectfully submitted, Les Gerhart, Chairman, 2020 Nominating Committee

**ELECTION RESULTS:** Les congratulated Nancy Southard and Ray Binis as the new Board members at-large. He thanked Debbie Perry for running.

**VOLUNTEER RECOGNITION:** Santo Perry said none of Myrtle Trace projects would ever be completed without our committees and our volunteers. He thanked Pat Hosford and Ted Ackley especially. Pat Hosford has led the ARC Committee for 15 years. In May of this year it will be Ted Ackley's 25<sup>th</sup> year publishing the "News and Views". Santo thanked all volunteers. He also thanked all of the Myrtle Trace contract employees: Jim Luneke – Administrative Consultant, Jean Hohenberger – Accounts Receivable, Terry Eisenhardt - Corresponding Secretary for ARC, Ted Ackley – Accounts Payable and Diane Gascoigne – Association Recording Secretary.

**QUESTIONS/COMMENTS FROM ATTENDEES:** Santo said one question had been submitted. Jim Luneke addressed it.

MTHOA ANSWER TO FINANCIAL QUESTION REQUESTED AT ANNUAL MEETING  
BY JIM LUNEKE PRESENTED AT ANNUAL MEETING 2/1/2020

QUESTION SUBMITTED TO BOARD 1/10/2020 QUOTE:

SPECIFICALLY WOULD YOU PLEASE BREAK DOWN THE LINE THAT SAYS "OTHER EXPENSE-KITCHEN UPGRADE-2019,LAKE DREDGING 2020" INTO THE VARIOUS ITEMS AND AMOUNTS THAT COMPRISE THE \$115,580.40

ANSWER:

First of all the total on that line is \$119, 581, not \$115,581 made up of four (4) transactions in two

two (2) account numbers summarized in the Annual Report as follows:

HVAC Units (2) at Clubhouse-reserve portion used	\$9,870
Myrtle Ridge Well for Irrigation-reserve portion used	11,613
Two (2) Lakes Dredged	58,533
Clubhouse Kitchen Refurbish	39,565
Total Other expense	\$119,581

The only item budgeted for 2019 was the kitchen refurbish at \$40,000.

The only item budgeted for 2020 is Lake dredging at \$55,594.

**SPECIAL RECOGNITION:** Donna Ebling thanked Santo Perry and Les Gerhart for their leadership of the Board in 2019 and presented them each with a gift.

The meeting adjourned at 3:12 p.m.

Respectfully submitted, Diane Gascoigne, Recording Secretary