

**MYRTLE TRACE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING – DECEMBER 16, 2020**

**ATTENDANCE: Board Members:** Donna Ebling, Nancy Southard, Mary L’Heureux, Bill Fox and Pat Paxson

**Committee Chairpersons:** Ted Ackley - Communications Committee, Pat Hosford – Architectural Review Committee, , Santo Perry - Activities Committee, Liz Maass - Property Committee

**Contractors:** Jim Luneke - Administrative Consultant, Jean Hohenberger – Accounts Receivable, Diane Gascoigne - Recording Secretary,

**Also present were:** Elizabeth Borkowski, Thor Kongvold, Debbie and Herman Rebocho, Philip Duck, Bob and Cathy Smith, Debi Perry, James Bond, Gary Main

**CALL TO ORDER:** The meeting was called to order by Donna Ebling at 9:00 a.m.

**RESIDENT PARTICIPATION:**

Pat Hosford said the Board and all committee chairpersons are asked to stay after the meeting for brunch in recognition of all they have done for us this year. Myrtle Trace is a blessed place to have a self-governing volunteer Board of Directors and volunteer committee residents to serve us. Liz Maass and Ted Ackley seconded this.

**OPENING QUOTES:**

*“Just remember, the true spirit of Christmas lies in your heart.” – The Polar Express*

*“Maybe Christmas, he thought, doesn’t come from a store. Maybe Christmas...perhaps...means a little bit more!” – Theodore Seuss Geisel, How the Grinch Stole Christmas*

*“Christmas will always be, as long as we stand, heart to heart and hand in hand.” – Dr. Seuss*

*“My world is changing. I’m rearranging. Does that mean Christmas changes too? If there is love in your heart and your mind, you will feel like Christmas all the time.” – Where Are You Christmas?*

**NOTE OF PASSING RESIDENTS:**

Maureen Marzahl of 1200 Loblolly Lane passed away November 21, 2020

Dick Sievers of 189 Glenwood Drive passed away on December 6, 2020

Paul McDonnell of 122 Cedar Ridge Lane passed away on December 5, 2020

**NOTE OF NEW OWNERS:**

Kenneth and Debra Wierman purchased 240 Candlewood Drive on November 24, 2020

Richard Wells and Barb Gibson purchased 114 Cedar Ridge Lane on November 25, 2020

Henry Baker and Dorina Ritosa-Baker purchased 208 Butternut Circle on December 8, 2020

**APPROVAL OF MINUTES:**

**Bill Fox moved and Pat Paxson seconded the motion to accept the November 18, 2020 Board Minutes. The motion passed unanimously.**

**ACTIVITIES COMMITTEE –** Santo Perry reviewed all Myrtle Trace activities since Thanksgiving. Nancy Southard said the Board appreciates all the committee did for Thanksgiving.

**Nancy Southard moved and Pat Paxson seconded the motion to accept the Activities Committee report as written. The motion passed unanimously.**

**ARCHITECTURAL REVIEW COMMITTEE** – Pat Hosford said there are two reports this month.

**Mary L’Heureux moved and Bill Fox seconded the motion to accept the ARC reports. The motion passed unanimously.**

**PROPERTY COMMITTEE** – Liz Maass said a concern was raised about residents letting contractors in and out through the back gate. She requested a sign be placed closer to the road saying it is a private entrance. Liz said Rich McEvoy is going to address this in the “News and Views”. The Board will discuss. Pat Paxson asked Liz to locate the manuals for the new kitchen appliances. They cannot be found. Donna Ebling addressed the issue in Phase Four with Lake Grebe. The resident who brought the issue to Resident Participation at the last Board meeting did not send the Board a letter pertaining to this. The Board sent him a letter and is working on the problem.

**Nancy Southard moved and Bill Fox seconded the motion to accept the Property report. The motion passed unanimously.**

**COMMUNICATIONS COMMITTEE** – Ted Ackley gave a recap of his written report. He said the December “News and Views” will not be delivered until January 3, 2021 as many residents still continue to go away for Christmas and this will prevent the newsletters from blowing out of their mailboxes and littering lawns.

**Pat Paxson moved and Mary L’Heureux seconded the motion to accept the Communications Committee report as written. The motion passed unanimously.**

**TREASURER’S REPORT** – Pat Paxson said six homeowners are three months behind in dues. Prepaid dues have decreased. Over all Myrtle Trace is in good financial shape.

**Mary L’Heureux moved and Nancy Southard seconded the motion to accept the Treasurer’s report. The motion passed unanimously.**

**OLD BUSINESS:**

- **Clubhouse Status** – Donna Ebling said clubhouse status has been monitored month by month. COVID-19 is on the rise in our area and our community. Pat Paxson said there has been a suggestion made to close the clubhouse after Christmas except for HOA business. The computer and library will remain accessible.

**Bill Fox moved and Nancy Southard seconded the motion to close the clubhouse indefinitely beginning December 25<sup>th</sup>, 2020 with the exception of Board business. Reopening will be looked at monthly after that. The motion passed unanimously.**

- **Security and Surveillance – Clubhouse Parking Lot** – Herman Rebocho said the lights in the clubhouse are in and active. The solar lights on trees are installed and active. The cable was run last week. They ran into some difficulty and it will be taken care of; then the project will be finished. Another light was purchased that is dusk to dawn to be placed on the side of the pool cabana by the Bocce Ball Court. This will be completed before Christmas. Donna Ebling asked Herman if there will be a sign to let people know there is a camera. Herman said they have been ordered.
- **HTC** – HTC will be running fiber optic cable throughout the community to upgrade their system. Residents will be receiving a letter from HTC explaining what they are doing and when they will be doing it. This will be done in stages. Residents will receive another letter when they are finished providing further instructions to finalize the installation for their homes.

## **NEW BUSINESS:**

- **Board approved \$40 for maintenance for security/surveillance service contract if needed and \$42.74 for a new tape recorder and tapes for our recording secretary.**
- **144 Myrtle Trace Drive Wash Out** – Nancy Southard explained how this happened and what is being done to repair it. Repair cost is approximately \$590.00; Hardee’s crew is working on it.
- **Irrigation/Water Costs at clubhouse** – Bill Fox said the Board is working alongside Grand Strand Water to determine what needs to be done. Thor Kongvold is very involved in this project. Thor said there are a lot of unknowns at the moment.
- **Nominating Committee** – Mary L’Heureux announced the three candidates for the Board opening in 2021. They are Philip Duck, Nancy Seeds and Robert Thibodeau. They will introduce themselves at the January meeting.
- **Annual Meeting Logistics** – Donna Ebling said the annual meeting will not take place at HGTC but will be held in the clubhouse allowing for a very limited number of attendees. The Board and Committee chairs will be at the clubhouse. There will be a dial-in phone number for residents so they can hear what is being said. There will be no video feed as many residents do not know how to operate this. There will be early registration and voting on Thursday and Friday (two sessions) and on Saturday morning. All the information will be listed in the “News and Views”. Be sure to tell your neighbors who are not coming to vote to give you their proxies.
- **HOA Street Lights and Vendors** – Donna Ebling said the Board met again with the other area HOA’s to discuss these topics. Our street lights are very old hence they are much less expensive to operate than some in the newer neighborhoods. Our rental of light poles is working fine. Trees fines were also discussed.

## **CORRESPONDENCE:**

The Board received a Christmas card from a resident.

The Board received an acknowledgment from Western Pennsylvania School for the Blind for our donation of \$50 in memory of Joan Riggs.

## **MEETING RECAP:** Five minutes per person.

- ❖ Gary Main asked if there was a resident in charge of the project for HTC replacing cable. Nancy Southard said every resident has an easement on their property. If you sustain any damage from this project, call HTC and they will make repairs. The homeowner must contact HTC if there is a problem.
- ❖ Herman Rebocho said there has been an issue with contractors/workers coming into and out of Myrtle Trace through the back gate. He said Rich McEvoy will have something put in the “News and Views” to ask residents to tell any workmen they have coming to their homes to use the front entrance.
- ❖ Philip Duck questioned the closing of the clubhouse on December 25<sup>th</sup>, 2020 and the “News and Views” not going out until after that. How will residents know? Donna Ebling said it will be on the website and will be broadcast on the Myrtle Trace emergency email system.

## **REMARKS FOR THE GOOD OF THE ORDER:**

Pat Paxson said every single house on Wedgewood Lane had luminaries out on Luminary Night. Jean Hohenberger was kind enough to assist a handicapped neighbor to come outside and enjoy the lights. Mary L’Heureux said there was not much participation on Candlewood Drive due to a number of new neighbors not familiar with the practice. Bill Fox asked attendees of the meeting to pass the word on about the closing of the clubhouse. The second we can open it again, we will. The Board’s main concern is for all of us to remain safe. Nancy Southard said it has been a difficult year. She thanked everyone who helped during this time with issues that arose. She wished everyone a healthy 2021. Donna Ebling reiterated it has been a difficult year but she said everyone has the best interest of Myrtle Trace at heart. She thanked everyone for that. She thanked everyone who decorated the clubhouse and entrances to our community.

**Nancy Southard moved and Bill Fox seconded the motion to adjourn the meeting at 9:48 a.m. The motion passed unanimously.**

Respectfully submitted,  
Diane Gascoigne, Recording Secretary