

**MYRTLE TRACE HOMEOWNERS ASSOCIATION
CONWAY, SOUTH CAROLINA**

BOARD OF DIRECTOR'S MEETING – December 19, 2007

CALL TO ORDER: The meeting was called to order by Board President Jay Sharp at 9:00 a.m.

ATTENDANCE:

Board Members present were Nancy Murphy, Jay Sharp, Jack Mehl, Tom Gray and Tom Dovey. Committee Member present was Pat Hosford - Architectural Review Committee. Also present were Guest Ted Paffenback, Dan Seeds and Lee Besemer.

As the first order of business, Jay honored the memory of three deceased residents, Ann Bogart, Elynore Johns and Payton E. Thompson. He also welcomed new residents Edward and Linda Welton of Glenwood Drive

The draft minutes of the November 14, 2007, meeting were reviewed. **Tom Gray moved and Tom Dovey seconded that the minutes be accepted as submitted. All were in favor and the motion passed unanimously.**

ACTIVITIES COMMITTEE

In Beth Crow's absence, Jay Sharp reviewed the Activities Committee Report with the Board Members. Tom Dovey stated, and the Board agreed, that the Activities Committee has done an outstanding job this year in planning and administering the large variety of activities for the residents of Myrtle Trace.

Nancy Murphy moved and Tom Gray seconded that the Activities Committee Minutes be approved as submitted. All were in favor and the motion passed unanimously.

ARCHITECTURAL REVIEW COMMITTEE

Pat Hosford presented the ARC Report from their meetings of November 26 and December 10, 2007.

There was a discussion concerning the improper garage door on a resident's house on Cottonwood. The homeowner has been contacted concerning this door and Pat explained that the reason it has not yet been replaced is that the homeowner is in litigation with the builder concerning this door. The Board and the ARC agreed that the homeowner would be allowed 60 days to settle this matter and if it was not resolved by that time a review would be forthcoming and the situation evaluated. In the meantime, the homeowner has painted the door white in order to make the door one step closer to conforming.

Pat stated that a retaining wall was in the process of being constructed on Candlewood and is conforming to the new guidelines.

Tom Dovey moved and Jack Mehl seconded that the ARC report be accepted as submitted. All were in favor and the motion passed unanimously.

PROPERTY COMMITTEE

In Ron Crow's absence, Jack Mehl reviewed the Property Committee Report with the Board members.

A new roof for the cabana and maintenance building was discussed. The Property Committee has investigated two different repair methods. One method was a nail-over repair and the Board agreed that this was not the way to go. Pat Hosford suggested looking into a new type of metal roof which looks the same as what we have now and carries a fifty year warranty. The Board will ask the Property Committee to look into this. Pat has a brochure and said she would pass it on to Jack Mehl to present to the Property Committee.

A quote from Al Hardee to redo the bed on Timberline Drive was presented. If the work were to be done now in the slow season there would be no charge for labor; however, if it is not done until the spring growing season arrives, Mr. Hardee would have to charge a labor fee.

Nancy Murphy moved and Tom Gray seconded that the Property Committee Report be approved as submitted. All were in favor and the motion passed unanimously.

BOARD OF DIRECTORS

TREASURER'S REPORT

Jack Mehl gave a review of the Treasurer's Report.

Jack reported that our safety deposit box at BB & T can only be opened by Jay Sharp and Jack together and he wants this changed to be more flexible. Jay and Jack will discuss this on a visit to the bank today.

Nancy Murphy moved and Tom Dovey seconded that the Treasurer's Report be accepted as submitted. All were in favor and the motion passed unanimously.

UNFINISHED BUSINESS

- A. Gate/Road Issues: An update on this issue will be printed in the next News & Views.
- B. Lakes/Project Progress: The pumps are being turned on and water level is being maintained. A lakes expert from Coastal Carolina University will attend the January Board meeting. She will walk through our community before that time with Property Committee and Board representatives. Dredging by the County has still not been set.
- C. Security Screening: Tom Dovey will ask the Property Committee to include some plan concerning the area between Burning Ridge Road and Tern Lake as that seems to be a vulnerable area. He will also talk with the residents on Candlewood who were victims of theft to see what they plan on doing personally to keep their property secure.

NEW BUSINESS

- A. Web Site: **After a discussion on the subject, Tom Gray moved and Nancy Murphy seconded that the web site be placed under the jurisdiction of the Administrative Consultant. All were in favor and the motion passed unanimously.**

- B. Volunteer Appreciation: Jay Sharp suggested that a volunteer brunch be held at the clubhouse on February 2 from 10:00 a.m. until noon. He suggested that this year all volunteers be included whether the volunteering is done in Myrtle Trace or outside of Myrtle Trace and that all attendees wear name tags listing what type of volunteering they do. The Board members agreed with Jay's suggestions.
- C. Change in By-Laws: In recent years the Annual Meeting has been held in the afternoon instead of evening and there is a need to change the by-laws concerning the date, time and place of the Annual Meeting. **Nancy Murphy moved and Jack Mehl seconded that the change to the by-laws be accepted and that it be placed on the agenda for this year's meeting. The proposed change will be put in the packet which will go out to all homeowners. All were in favor and the motion passed unanimously.**
- D. Committee Leadership: Beth Crow is currently seeking a replacement for herself as Chairperson of the Activities Committee. Dan Seeds suggested that the top positions of the committees be redesignated at the first meeting of the committee every year. These positions should be stated as "Committee Chairperson", etc., rather than "President". The Board agreed with these suggestions.
- E. Club House Bulletin Board. Jay Sharp read a suggested list of rules for use of the outside bulletin board. The Board felt these rules were necessary and were done well. **Tom Dovey moved and Nancy Murphy seconded that the Bulletin Board will be under the jurisdiction of the Activities Committee and the rules will be posted on this bulletin board. All were in favor and the motion passed unanimously.**
- F. Policy Manual: Jay stated that the policy manual should be reviewed and fine-tuned before the new Board takes charge in February. He asked all Board members to review their manuals and bring suggestions for updating the manual to the January Board meeting.
- G. Portable Sign for Activities: It has come to the attention of the Board that the portable sign purchased by the Activities Committee is not the one which was agreed upon by the Board. In view of this and in reconsideration of the violation of the Covenants, **Jack Mehl moved and Tom Gray seconded to rescind the approval of the portable sign to be used to announce activities. Four were in favor and one opposed, that being Tom Dovey. The motion passed.** The Activities Committee will be reimbursed for the cost of the sign.
- H. Correspondence: The Board read and approved articles for insertion in the News & Views concerning fountains and the Covenants and homeowners insurance certification. There will also be a reminder of the dues increase in the News & Views.
- I. Miscellaneous: Tom Gray reminded all Board members of the meeting on January 5 at 10:00 a.m. for the purpose of putting together the packages to be distributed to all homeowners.

Tom Dovey moved and Nancy Murphy seconded that the meeting be adjourned at 10:50 a.m. All were in favor and the motion passed unanimously.

Respectfully Submitted,

Lee Besemer