

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

BOARD OF DIRECTOR'S MEETING – March 17, 2010

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

ATTENDANCE:

Board Members present were Sheilah Reynolds, Jack Von Deck, Sally Herstine, Peter Bevan and Cathy McElroy. Committee Members present were Dick Sievers – Activities Committee, Pat Hosford – Architectural Review Committee, Ted Ackley – Communications Committee, and Lyle Kershner - Property Committee. Also present were Renzo Falcinelli representing the Past Presidents' Council, Dan Seeds and Lee Besemer.

Cathy McElroy requested that all cell phones be silenced for the duration of the meeting.

The Board honored the memory of the following deceased residents:

John Potter – February 18
William Stanton – March 7

Cathy McElroy asked all concerned that in the future, all reports to be submitted for the Board's information at the meeting be copied on front and back, when possible, in order to save on paper as well as reducing space required for filing.

The draft minutes of the February 17, 2010, meeting were reviewed. **Sheilah Reynolds moved and Jack Von Deck seconded that the minutes be approved as corrected. All were in favor and the motion passed unanimously.**

The minutes of the annual meeting held on February 13, 2010, were reviewed. Lyle Kershner noted that Roberts Rules of Order states that the annual minutes are to be approved at the next regular monthly meeting after the annual meeting and Cathy McElroy stated that next year that rule will be followed. **Peter Bevan moved and Sally Herstine seconded that the minutes of the Annual Meeting be approved as corrected. All were in favor and the motion passed unanimously.**

ACTIVITIES COMMITTEE

Dick Sievers made a correction on the date of the fashion show. The correct date for the event is April 28.

Cathy McElroy questioned the item about organ music at Activities Committee functions by organ students in the area. The Board stated that it would be approved and appreciated as long as there would be no selling of any service or product involved. This is a standard rule for all events.

Peter Bevan moved and Sally Herstine seconded that the Activities Committee report be approved as corrected. All were in favor and the motion passed unanimously.

ARCHITECTURAL REVIEW COMMITTEE

Pat stated that the unkempt yard problems at 100 Timberline had been solved and the yard was now in good shape.

Pat reported that two new members of the Committee had been added, those being Jack Tuohy and Diane Gascoigne. The Board commended the residents for volunteering their time to the community.

Sheilah Reynolds moved and Jack Von Deck seconded that the ARC minutes be accepted as corrected. All were in favor and the motion passed unanimously.

PROPERTY COMMITTEE

Lyle Kershner reported that there is a problem with thermostat settings and resultant fluctuations in the clubhouse. The Property Committee suggested installing programmable thermostats at the cost of \$210 each and/or installing a lock box over either the original or the new thermostat, the temperature of which would be set at 72 degrees. He stated that programmable thermostats were not a favorable choice of the Committee and that the members had mixed feelings about lock boxes. After a discussion on this subject, it was agreed that if lock boxes were installed there would have to be several names posted to call if the temperature needed to be adjusted. **Sally Herstine moved and Sheilah Reynolds seconded that a lock box be installed on each thermostat in the clubhouse, along with a list of at least 4 residents who are willing to be on call for temperature adjustments. That person would also be required to return to the clubhouse after the event and reset the thermostat. All were in favor and the motion passed unanimously.**

Lyle reported that the area where the drainage pipe from Lake Grebe was replaced has now been rough-graded to Mr. Hardee's satisfaction.

Fifteen requests for sod replacement have been received. Those properties will be inspected by the Property Committee and Mr. Hardee.

There was a discussion about homeowners doing total maintenance on the common grounds in front of their property and on a lake bank adjacent to their property. **Sheilah Reynolds moved and Jack Von Deck seconded that the Board approve allowing residents to totally maintain, but not to change or alter, the common grounds adjacent to their property, including lake banks. This will include mowing, fertilizing, weed killing, irrigating, etc., and must include all of these actions, not just isolated items. All were in favor and the motion passed unanimously.** An article will be placed in the News & Views to this effect.

Sally Herstine moved and Jack Von Deck seconded that the Property Committee report be accepted as submitted. All were in favor and the motion passed unanimously.

COMMUNICATIONS COMMITTEE

Ted Ackley distributed an advanced copy of the new Myrtle Trace Directory to all Board Members and Committee Chairpersons and pointed out a few changes from past years. The Board extended their thanks to be passed on to Nona Mattson for a job well done.

Sheilah Reynolds moved and Jack Von Deck seconded that the Communications Committee Report be accepted as submitted. All were in favor and the motion passed unanimously.

BOARD OF DIRECTORS BUSINESS ITEMS

TREASURER'S REPORT

Peter Bevan called the Board's attention to the provisions of the Federal Fair Debt Collection Act which outlines that all Homeowners Board Members are not to share information on arrears or

foreclosures with anyone and Homeowners' Boards are given the responsibility of protecting the privacy of residents who are in that position. If demanded by a resident, a surety bond must be posted to protect the Board. The Board appreciated Peter sharing the provisions of that Act.

Sheilah Reynolds moved and Jack Von Deck seconded that the Treasurer's Report be accepted as submitted. All were in favor and the motion passed unanimously.

UNFINISHED BUSINESS

- A. Policies and Procedures: Because all books containing policies and procedures should be consistent with each other, it was agreed that policies and procedures should be brought up to date and revised where necessary. Dan pointed out that there are certain things in the "black book" which should not be in the "white book" so the books will never be completely identical. Changes to the Rules and Regulations for Use of Clubhouse, Pool and Recreation Facilities were discussed and will be made final at the next meeting.
- B. Questions for our Lawyer Concerning Residents and Renters: The questions will be sent to our lawyer and she will be invited to come to next month's meeting to address these questions.

NEW BUSINESS

- A. Neighborhood Watch Committee: Jack Von Deck requested two additional magnetic signs to place on the automobiles of residents who "make the rounds" of the community. **Sally Herstine moved and Peter Bevan seconded that the Board approve an expenditure not to exceed \$100 for the Neighborhood Watch Committee to purchase two additional magnetic signs.**
- B. Correspondence:
1. Cathy read a letter from a resident who complained about speeders and cars not stopping for the stop signs. Horry County will provide a packet of information on how to establish a traffic enforcement agreement between the Horry County Police Department and the Myrtle Trace Homeowners' Association. In order to receive this packet, Horry County Police Administration must first send an officer to our community to inspect our roads for completion of a notice of certification that our roads are in full compliance with the state and local traffic laws. Once certification is completed, they will send the packet to Peter Bevan for further review by the Board of Directors at their next scheduled meeting. The cost of monitoring our road network is \$30 per hour with a 4 hour minimum work week.
 2. Cathy read a letter from a resident concerning vehicles tailgating coming through the gate and not waiting for the gate to come down in between cars. Some of these vehicles are not authorized to enter or exit by the gate. Ted Ackley, who lives within close seeing distance of the gate, mentioned that he sees this happening more often by vehicles leaving the gate rather than entering. The resident who wrote the letter will be asked to try to keep track of how many of these offenders are UPS and FEDEX delivery trucks before any communication is made to these companies.
 3. A letter was read from a resident stating that he or she was questioned by another resident about living in Myrtle Trace when entering by the gate. A News & Views article will be written asking residents not to police the area or get involved in questioning a person's eligibility to use the gate.
- C. Pool Depth Markers: **Sheilah Reynolds moved and Peter Bevan seconded that the Board approved awarding a contract to Quality Pools to install tile depth markers in the pool as required by DHEC regulations in the amount of \$1,850. All were in favor and the motion passed unanimously.**

- D. Pot Holes: **Sheilah Reynolds moved and Sally Herstine seconded that the Property Committee be authorized to enter into a contract not to exceed \$5.50 per sq. ft. to patch pot holes along Myrtle Trace Drive.**
- E. Planting Beds at the End of Berry Tree Lane: The roots from trees are breaking up the road surface at this location. There are 4 trees which the Property Committee is recommending to be removed and planting 1 new tree with some shrubbery in its place.
- F. Open House at 137 Myrtle Trace Drive: A sign indicating “Open House” was up all weekend at this address. Dan will write a letter to the home owner with a copy to the realtor outlining the restrictions on this subject.
- G. Liaison Reports: Sally Herstine made the comment that after sitting in at her first Property Committee meeting, she would like to commend them for the good work they do. The Board joined in by commending all the committees for doing an excellent job.

Sheilah Reynolds moved and Peter Bevan seconded that the meeting be adjourned at 12:20 p.m. All were in favor and the motion passed unanimously.

Respectfully Submitted,

Lee Besemer