

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

BOARD OF DIRECTOR'S MEETING – October 21, 2009

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

ATTENDANCE:

Board Members present were Sheilah Reynolds, Tom Gray, Tom Dovey, Jack Von Deck 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 Jay Sharp from the Past Presidents Council, Guest Ralph Billeter, Dan Seeds and Lee Besemer.

Tom Gray requested that all cell phones be silenced for the duration of the meeting.

As the first order of business, Tom introduced Ralph Billeter who was in attendance for the purpose of getting permission from the Board to reserve the club house for the purpose of holding a gathering of Myrtle Trace residents who are interested in viewing pictures and hearing about the experiences of twelve Myrtle Trace residents who recently attended the Tax Payers Rally held in Washington, DC, on September 12, 2009. Ralph stated that pictures from a CD would be shown and the attendees at the rally would be invited to share experiences from the trip if they wished. There would be no speakers and only Myrtle Trace residents would be invited. The event would be announced in the News and Views. **Tom Dovey moved and Jack Von Deck seconded that this gathering be allowed to be held in the club house as stated above. Four were in favor and one was opposed and the motion passed.**

The Board honored the memory of the following deceased residents:

Alfred Paul of 107 Mayberry
Robert Black of 105 Birchwood
Thomas Heinz of 107 Ashwood
Pamela Heinz of 107 Ashwood
Dean Clayton of 105 Moss Circle
Stan Petroski of 171 Glenwood
Barbara Banks Oswald of 181 Glenwood

The Board also welcomed the following new residents:

Don and Helen Metcalf of 206 Beechwood
Sue and Jim Gilliam of 202 Glenwood
Audrey Johnson of 113 Cedar Ridge

The draft minutes of the September 16, 2009, meeting were reviewed. **Sheilah Reynolds moved and Tom Dovey seconded that the minutes be accepted as corrected. All were in favor and the motion passed unanimously.**

ACTIVITIES COMMITTEE

Dick Sievers presented the minutes of the Activities Committee meeting of October 12, 2009, and gave a brief review of upcoming activities.

Dick was happy to report that there has been an increase in the number of residents attending the monthly pot luck suppers and included that it's the best food in town in addition to good fellowship and good entertainment. He announced that Luminary Night would be held on December 5 with a rain date of December 6 and that there would be a New Year's Eve party of a different nature this year.

The program to administer seasonal flu shots to residents went smoothly and 171 residents took advantage of this opportunity.

Cathy McElroy moved and Tom Dovey seconded that the Activities Committee Minutes be accepted as presented. All were in favor and the motion passed unanimously.

ARCHITECTURAL REVIEW COMMITTEE

Pat Hosford presented the minutes of the ARC from their meetings of September 28 and October 12.

Dan Seeds asked Pat if there is a set pattern of what type of tree is to be planted on a homeowner's property where permission is given to remove a tree. Pat responded that it depends on the situation. Lyle suggested that it would possibly be a good idea to note on the ARC report on each item of tree removal what type of tree and how many trees would be planted to replace the tree(s) being removed. Pat said she would work that out.

There was a discussion concerning a letter from a homeowner on the subject of artificial grass which had been approved in certain situations. This homeowner felt that there should be some requirements for maintenance of this artificial grass. Tom Gray asked Pat to respond to this letter and to include the specifics of the approval of the artificial grass and Pat said she would do that. Jay Sharp mentioned that he had heard from the garden club that artificial grass carries bacteria. Pat stated that she was not aware of any problem with bacteria but she would check it out. Another supplier is scheduled to make a presentation at the next ARC meeting and she will also check with that supplier. Lyle reminded the Board that artificial grass would not be used on common grounds.

The issue of a pick-up truck parked in a driveway on Berry Tree Lane has been resolved as the owner has traded it in for an SUV.

Jack Von Deck moved and Cathy McElroy seconded that the ARC report be accepted as submitted. All were in favor and the motion passed unanimously.

PROPERTY COMMITTEE

Lyle Kershner gave a review of the Property Committee Report from their meeting of October 13.

Lyle reported that there are currently some pot holes that need to be repaired. They will be cold patched for now and will later be hot patched when there is a bigger accumulation of work to be done.

Lyle reported that the aerator on Lake Hummingbird would be reworked for the purpose of eliminating the scum problem on the lake surface.

Pat asked Lyle about the procedure for the removal of debris from the lakes by the Maintenance crew. Lyle stated that it is the responsibility of the Maintenance crew to do this within 3 to 5 days of removal from the lake. He will talk to Al Hardee to ensure that this is done in the future.

On the subject of gate safety, Lyle stated that the County will not put in a deceleration lane for use when making a right-hand turn into Myrtle Trace but they will install a sign warning of the upcoming intersection. Santee Cooper should be contacted about moving the street light at the intersection to provide more light directly onto the intersection. Lyle will look into cutting back some of the brush at the intersection to improve visibility. He will check about doing that since it is on county property.

There was a discussion on the time limit on leaving the gate open when the gate is being repaired. The entranceway must be closed off while the gate is actually being worked on so the repairmen can do their jobs; however, while waiting for repairs, good judgment must be used in determining what to do in order to make safety the paramount issue. It was agreed that it will be left up to the Gate Committee to determine the length of time the gates will remain open in each situation.

Tom Dovey moved and Cathy McElroy seconded that the Property Committee report be accepted as submitted. All were in favor and the motion passed unanimously.

COMMUNICATIONS COMMITTEE

Ted Ackley gave a review of the Communications Committee meeting held on October 16, 2009.

On the subject of flag lowering in the event of a resident's death, the committee recommends the following policy: The flag would remain down until after a local service, if one is to be held. If there is no local service, the time limit would be three days from day of death. If the family does not want the flag lowered, it will not be done. **Sheilah Reynolds moved and Cathy McElroy seconded that the Board accept the recommendations of the Communications Committee concerning flag lowering as stated above. All were in favor and the motion passed unanimously.**

Ted brought it to the Board's attention that the copies of the News & Views which are being mailed to absentee homeowners are currently being mailed in large, letterhead envelopes. The Committee is recommending that in order to cut back on costs, this be changed to use #10 plain white envelopes with a rubber-stamped return address. **Sheilah Reynolds moved and Cathy McElroy seconded that the Board accept the recommendations of the Communications Committee concerning the mailing of the News & Views to absentee homeowners as stated above and that the Committee be authorized to purchase two rubber stamps to be used for this purpose. All were in favor and the motion passed unanimously.**

There was a discussion on who is authorized to reserve the club house for a private party. Events for family members are allowed, no matter what percentage of invited attendees, if any, are Myrtle Trace residents. Events for social clubs or groups are not allowed, again no matter what percentage of invited attendees, if any, are Myrtle Trace residents. When reserving the club house for an allowed event, it is the responsibility of the calendar person to instruct the reserving party that a regularly scheduled group already set to be in the club house must be contacted for their concurrence.

There was a discussion concerning publishing the draft minutes of the Board meetings on the web site before they are approved and the Board restated their policy that only final, approved minutes will be published.

Tom Dovey moved and Jack Von Deck seconded that the minutes of the Communications Committee be accepted as presented. All were in favor and the motion passed unanimously.

BOARD OF DIRECTORS
TREASURER'S REPORT

Tom Dovey reviewed the Treasurer's Report with the Board.

It was suggested that a third quarter status report be published in the News & Views. Dan said he would take care of it.

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. Gates (Safety Issues): Covered under the Property Committee portion of this meeting.
- B. Senate Bill 30: This is the same bill that was defeated previously. There is no rush for this issue since it does not begin until 1/20/10. A sample letter for use by homeowners will be distributed to homeowners as was done before.
- C. Ad Hoc Committee: Plantings will start in January or February.
- D. Annual Meeting: An item to be covered at the meeting will be voting to change the by-laws to reflect the change in the manner in which the papers for the meeting will be distributed. There will also be a change in how the minutes of the meeting are recorded. They will be changed to adhere to Roberts Rules of Order and will no longer reflect an actual transcript of the meeting. The minutes of last year's meeting have been approved and made a matter of record.

NEW BUSINESS

- A. Annual Budget: The new budget has been received by Board members and will be voted on at the November meeting.
- B. Annual Contracts: The Maintenance Contractor has requested a 2 ½ percent increase for next year due to rising costs to provide the same level of service. Dan recommends that this request be accepted.
- C. Orientation for Candidates: Cathy has written an orientation letter which explains the workings of the Board, its committees and the duties of a Board member. It was agreed that each candidate who has agreed to run for the open positions will receive this letter.
- D. Proposed Senior Community: This proposed development will not have a big impact on our community but any County planning meetings involved will be attended by Board representatives to stay informed and to take any action which may be required. An information article will be placed in the News & Views.

Tom Dovey moved and Cathy McElroy seconded that the meeting be adjourned at 11:55 a.m. All were in favor and the motion passed unanimously.

Respectfully Submitted,

Lee Besemer