

**Property Committee Meeting Minutes
Tuesday 12 January 2010**

Meeting convened at 1000A.M. In attendance were Lyle Kershner, Chairperson, Mike Reynolds, Board Liaison, Cathy McElroy, Earl Lee, Jim Wilkison, Paul Alexander, Dick Sievers, Dave Smyth, Joe Johns, and Charlene Rose.

Minutes of previous meeting were seconded and approved.

SECTION/INFRASTRUCTURE REPORTS

Phases 1 & 2 & Cricket Ct - No problems reported, other than bright green ribbon around two mail boxes and tree between 100 and 102 Cricket Ct . Has been there for over month. Mr. Kershner will have Mr. Hardee remove ribbon and level out ground.

Bettye Wise (111 Cricket Ct) complained about leaves stopping up drainage ditch that goes into Lake Bunting beside her house. Mr. Hardee has cleaned out ditch.

Phase 3 & 4 - No problems.

Phase 5 - No problems.

Phases 6 and 7 - No problems.

Phase 8 - Mr. Sievers took care of One telephone call.

CLUBHOUSE/CABANA

New contract needs to be signed by Lily Carter (Clubhouse cleaning lady). Was suggested by Mrs. Rose, Mrs. Carter receive a raise, since it has been 3 years since last raise. Mr. Kershner advised she was given a Christmas Bonus. Mrs. Rose will have Ms. Carter sign a new contract for 2010.

Recommend board be approached about purchasing pictures for the clubhouse, which will be permanent like Birds, flowers, etc. Possibly a committee be put together to purchase pictures. Mr. Wilkison pictures of the various suggested lakes in the community would be lovely in the clubhouse. Should not be too costly having community residents to assist with picture making and framing. Mrs. Longnecker has been putting pictures up drawn by residents for several years and now running out of more new paintings or artwork.

Healthy Home (Mr. John Hylton) 236-5056 has been contacted and clubhouse carpet cleaning has been scheduled for Tuesday 9 February 9A.M.

PHASES/HISORY OF MYRTLE TRACE BOOK

Recommended by Mr. Kershner a committee be put together to prepare a history of the early stages of Myrtle Trace. Suggested possibly something be put together by asking

residents via the “News and Views” to give their remembrances of early history of Myrtle Trace. First resident, Marge Brown, moved into Myrtle Trace in Oct 1983.

POOL

DHEC requirement for depth markers is still ongoing and as yet unresolved. Ms. Rose suggested this problem be taken care of as soon as possible. As Ken’s Pool Service, must be advised and a contract signed at least 2-3 months in advance so he can plan his itinerary, in addition to purchasing swimming pool permit before the 1 May 2010 opening.

LAKES

Membrane on aerator on Sparrow Lake may have to be postponed. To save money some property committee items might have to be put on back burner, because of some other priority problems such as the sinkhole near 156 MyrtleTrace Drive. There is a large sinkhole about 30 feet long and 8 feet deep. Contractors have been contacted for bids to correct the problem. Expect to have bids received in time for the Board meeting next Wednesday.

PROPERTY MAINTENANCE CONTRACTOR

Will meet with Mr. Hardee to check on some projects he has suggested. Some shrubbery needs to be replaced because of disease problem. The bulk of them are along Myrtle Trace Drive in Phase VIII. Replacement of timbers around the islands on either side of Burning Ridge Drive. Must have encroachment permit from county for work on Phase VIII side of Myrtle Trace Drive, which has been applied for. The board approved \$1,000.00 for timber replacement and replacement of some of the shrubbery of this island.

ROADS AND GATES

Mr. Wilkison needs a map indicating in which phases streets are located. Ms. Rose gave Mr. Wilkison some maps from committee files, which indicate the phases.

Need to get back on schedule on installing reflector delineators. Seal cracks and patch roadway holes should be done latter part of February or early March, depending on the weather. Mr. Hardee has capability to fix holes with hot mix. Jim Wilkison will be working closely with Hardee’s crew on repairs. No cost figures are currently available.

SIGNS

No Problems

MAIL BOXES AND POSTS

Mr. Hardee replaced 6 mailboxes, 2 mailbox posts, 3 nameplates, and 20 roadway posts.

STREET LIGHTS

5 streetlights have been replaced in past two months.

TREES

Mr. Hardee is currently trimming trees on common property and will begin trimming overhanging branches that interfere with mowing common property along roadways later this month. He will also be checking for tree roots which could cause heaving in roadway paving and trim them; probably in mid February.

GARDEN CLUB - Paul Alexander

Nothing to report. Next meeting in March. News and Views will make announcement of next meeting. Anyone having problems with plants can come to meeting and a specialist will respond to their questions.

OLD BUSINESS

ROAD MAINTENANCE AND CONTRACT

Mr. Wilkison advised that communications of meetings of road subcommittee and administrator has not gotten to the calendar person. Any changes and or meetings and activities should be sent via email to Ted Ackley and Pat Paxson so it can get into the News and Views and on the Calendar. Mr. Seeds wants to meet with road subcommittee so he can better refine his road expenditure projections. Mr. Wilkison will contact Mr. Seeds to set up meeting.

COMMON AREA DRAINAGE SWALE BEHIND ASHWOOD CIRCLE

Project has been completed

CHECK CLUBHOUSE CHAIRS

Chairs have been oiled and repaired.

FERTILIZATION

All common areas will be fertilized. The proposed schedule will be placed in the April News and Views. Those owners that have their yard maintenance contractors fertilize the common area in front of their property can schedule their fertilization so that the grass does not get over fertilized in a too short a period of time.

SPRING SOD REPLACEMENT

March 15th is the cut-off date for sod requests; they must be in writing and sent to the chairman of the committee

SHAMPOO CLUBHOUSE CARPET

Scheduled for Tuesday 9 Feb 2010

ROOF LEAK ABOVE HALL INTO REST ROOMS

Has been repaired.

PRIVATE CONTRACTORS LEAVING OR DEPOSITING DEBRIS ON COMMON GROUNDS.

Residents must find room in driveway for contractors to park. In addition they must advise contractors to take all the debris with them upon leaving; including any debris that falls onto the roadway.

OTHER

Annual Myrtle Trace meeting is Saturday 13 February at Horry Tech at 2PM. All committee members are asked to please try to attend or give your proxy to a homeowner who will be attending.

Mr. Wilkison would like to see some facts and figures on how well the gates are working.

“Volunteer Appreciation” will be on 23 January in the clubhouse. All committee members are invited to attend.

Mr. Kershner will call Don Boutcher about the lights blinking in back storage room and light near library over glass top table which need replacing.

ACTIVITIES CLOSET DOOR LOCK

Activities Committee concerned about how many residents have keys to the Activities Closet. Recently items have been missing from the closet, such as Champaign Glasses, which were purchased for the New Year’s Eve Party. Chairperson is requesting new lock be placed on door and closer supervision of distribution of keys. Mr. Kershner has agreed to change the lock. Property Committee Chairperson will have a key to the Activities Committee closet.

CLUBHOUSE RULES

Need more clear and concise rules, as several times dirty dishes have been left in dishwasher, floor not cleaned and food is left in refrigerator.

It was also suggested that the deposit be increased to \$100.00 vice the \$50.00, as this would be more of a initiative to make sure all items on contract are adhered to.

See attached draft of “CLUBHOUSE RULES” for board review/revision and/or approval.

Contract should be signed and monies not returned until a person responsible for inspecting the clubhouse (Charlene Rose or Lyle Kershner) has signed off on contract.

NEXT MEETING SCHEDULED FOR Tuesday February 9, 2010 CLUBHOUSE at 10:00 A.M.

Meeting adjourned 11:32A.M.

Prepared by Charlene Rose