

**MYRTLE TRACE HOMEOWNERS ASSOCIATION**  
**CONWAY, SOUTH CAROLINA**  
**BOARD OF DIRECTORS MEETING – October 18, 2017**

**CALL TO ORDER:** The meeting was called to order by Nancy Southard, at 9:00 a.m.

**ATTENDANCE: *Board Members:*** Nancy Southard, Renzo Falcinelli, Terry McTarnaghan and Santo Perry

Absent: Darryl Rhodes

***Committee Chairpersons:*** Ted Ackley - Communications Committee, Pat Hosford – Architectural Review Committee, Richard McEvoy, Property Committee

Absent: Pat Paxson

***Also present were:*** Jim Luneke - Administrative Consultant, Leo Reger, George and Elizabeth Cindrich, Darralyn Alexander and Diane Gascoigne - Recording Secretary

**PUBLIC PARTICIPATION:** None

**NOTE OF PASSING RESIDENTS:**

Sandy Conroy of 225 Wedgewood Lane passed away on August 17, 2017

Dan Seeds of 113 Mayberry Lane passed away on September 30, 2017

John Barabino of 214 Cedar Ridge Lane passed away on October 13, 2017

Nancy spoke of Dan Seeds and how much he did for the Myrtle Trace community. He will be sadly missed. Renzo, Pat Hosford and Jim Luneke added their sentiments.

**NOTE OF NEW OWNERS:**

Linda R. Burgard purchased 138 Berry Tree Lane on September 26, 2017

Michele A. Williams purchased 106 Myrtle Trace Drive on September 28, 2017

**APPROVAL OF MINUTES:**

**Renzo Falcinelli moved and Santo Perry seconded the motion to accept the minutes of the September 20, 2017 Board of Director's meeting. The motion passed unanimously.**

**COMMITTEE REPORTS:**

**ACTIVITIES COMMITTEE** – There was no representative from the Activities Committee present.

**Renzo Falcinelli moved and Santo Perry seconded the motion to accept the written Activities Report. The motion was unanimous.**

**ARCHITECTURAL REVIEW COMMITTEE** – Pat said there are two agendas for review this month. Nancy questioned the status of 110 Berry Tree Lane. Pat said the resident will be sent a violation letter as the next step.

**Santo Perry moved and Renzo Falcinelli seconded the motion to accept the ARC reports. The motion passed unanimously.**

**PROPERTY COMMITTEE** – There was some discussion on drainage and soil erosion in a few areas of the community. Richard said the sidewalk between the clubhouse and the pool is completed. He also said the mother board for the gate has been sent to Florida and he is awaiting a response from the company it was sent to. Renzo asked if the mother board was under warranty and Richard answered that it was not. Pat Hosford had a correction to the Property Committee’s minutes and Nancy agreed saying the process of lowering the lake levels should be referred to the Board, not the Lake Maintenance Committee. Leo Reger spoke about dead trees that need to come down. He also gave the Board some written information including prices. Nancy asked Leo which trees were vital to deal with quickly. Leo replied there were two that needed immediate attention. Leo said he will continue to seek lower bids for removal. Nancy told Leo if the other trees mentioned are not in danger of harming homeowner’s properties, just focus on the two needing immediate attention for now. The Board will look at this issue again at the next work session on the 2018 budget.

**Terry McTarnaghan moved and Santo Perry seconded the motion to accept the Property Committee Report. The motion passed unanimously.**

**COMMUNICATIONS COMMITTEE** – Ted said there was nothing to add to the written report.

**Renzo Falcinelli moved and Terry McTarnaghan seconded the motion to accept the Communications Committee Report. The motion passed unanimously.**

**TREASURER’S REPORT** – Terry McTarnaghan reported in Darryl’s absence. Terry said the bank recommended to the Board for opening a new account is TD Bank. Myrtle Trace is in good shape going into the end of the year.

**Santo Perry moved and Renzo Falcinelli seconded the motion to accept the Treasurer’s Report. The motion passed unanimously.**

**NEW BUSINESS:**

- **Board Listening Session** – November 7, 2017
- **Nominating Committee Report** – Renzo said the committee is in the process of asking people to run for the Board next year. The list should be completed by mid-November.
- **MTHOA Guidelines and Policies Binder** – Nancy said Property and Homeowners guidelines are revisited and revised approximately every five years. The revisions are then distributed to homeowners. The Board decided this year to make a three-ring binder for each home with four sections to include these guidelines as well as Board and general policies and Article VII of the Master Covenants which are the ones most often questioned. The next time there is a revision pages can just be pulled from the book

and be replaced without redoing the entire documents. All this information can also be found on the Myrtle Trace website. When a homeowner sells their home it is understood that this book should remain in the home for the new owner.

- **Designated Funds** – Nancy said the Board listened when residents spoke after Hurricane Matthew. The Board set up three funds which are: Lake Renewal, Infrastructure and Disaster. There is some money left and the Board wants it to roll over into 2018 with the addition of more funds. The Board wants to have access to these funds when they need them so a CD does not have to be cashed in. The Board would like to put this money into an interest bearing savings account. Nancy asked the other Board members whether they thought there should be three different accounts for these funds or one account for all three. After much discussion and a recommendation by Jim Luneke the Board will not make a decision until the next Board work session. Nancy stated it is important for homeowners to know the Board is acting on this.
- **Tree Felling Policy** – The Board feels there is no reason to fell a tree on our streets – we end up paying for the damage done to the road. The Board is looking at establishing a written policy stating any contractor removing a tree on common property or a homeowner's property should not be dropping trees on the roads. Nancy asked for input on how to inform contractors and homeowners now in the beginning of this Board decision. Pat Hosford said the ARC Committee puts this information in their response letters to homeowners requesting removal of a tree. However, in some cases a tree has to be removed before the letter reaches the homeowner. Pat said her committee members can be sure to tell the homeowners about this condition when they give them their initial verbal permission to remove the tree in question. Terry asked Pat if the liability can be passed on to the homeowner if they don't make sure the contractor knows not to drop the tree in the street. Pat said she would think so but this would be a question for Myrtle Trace's lawyer. Terry asked Nancy if she would contact our lawyer and Nancy said she would. Members of the Property Committee can talk to the contractor involved if a tree is to be removed on common property. Nancy said the Board will do a draft of the policy and send it to the lawyer and question the liability issue.
- **Signs for Winners** – The Activities Committee made a request to purchase 18" x 24" signs to post from December 16<sup>th</sup> through December 25<sup>th</sup> at the homes of the winners of the Christmas Decoration Contest. Nancy asked Pat Hosford about it and Pat said it is in direct conflict of the covenants. The covenants would have to be changed by the Board in order to allow this. Several suggestions were made as alternative ways to show recognition to these people. Nancy will contact Pat Paxson with some other options.

**Terry McTarnaghan moved and Renzo Falcinelli seconded the motion to deny the Activity Committee's request to place signs in homeowner's yards. The motion passed unanimously.**

- **Homeowners Living Alone** – Nancy received a call from a resident who is concerned about a way to help neighbors who live alone and may be in trouble. The Board doesn't see a way they can do anything about this. Neighbors can keep track of each other and watch out for people they know live alone. Ted Ackley said it is really up to the individual to make a plan for themselves. Some residents do not interact

with neighbors and are not involved in the community. We can put something in the “News and Views” to encourage people to keep an eye open for their neighbors. Nancy said if a resident who lives alone has children in the area, we can also as a neighbor offer our phone number as a contact. This should be left on an individual basis – a Good Neighbor Policy.

**CORRESPONDENCE:**

The Board received a thank you from Trinity Methodist Church for our donation given in memory of Duane Raymor. The Board received a thank you from W.A.R.M. for our donation given in memory of Donald Nimphius. The Board received a thank you from W.A.R.M. for our donation in memory of Dan Seeds.

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

Renzo said it is good to sharpen our attention on the matter of people living alone. We must make it our business to be cognizant of our neighbors. Nancy said she appreciated the input from everyone in attendance. It is good to have different ideas presented to the Board. Terry said he enjoyed the interaction at today’s meeting. It was a positive meeting. Santo wished everyone a Happy Halloween!

**Terry McTarnaghan moved and Santo Perry seconded the motion to adjourn the meeting at 10:40 a.m. The motion passed unanimously.**

Respectfully submitted, Diane Gascoigne, Recording Secretary