

**MYRTLE TRACE HOMEOWNERS ASSOCIATION**  
**CONWAY, SOUTH CAROLINA**  
**BOARD OF DIRECTORS MEETING – September 21, 2022**

**CALL TO ORDER:** Nancy Southard called the meeting to order at 9:00 a.m.

**ATTENDANCE: *Board Members:*** Bill Fox, Nancy Seeds, Bob Ebling and Susan Granger

***Committee Chairpersons:*** Pat Hosford– Architectural Review Committee, Bob Smith – Activities Committee, Liz Maass – Property Committee, Cathy McElroy – Property Committee,

***Absent:*** Mary Johnsen - Communications Committee, Diane Connelly – Architectural Review Committee

***Contractors:*** Jim Luneke - Administrative Consultant, Jean Hohenberger – Accounts Receivable and Diane Gascoigne - Recording Secretary

***Also present were:*** Herman and Debbie Rebocho, Bob and Cathy Smith, Tom Gray Jr., Donna Ebling, Debi Perry, Pat Paxson and Joe Martin

**RESIDENT PARTICIPATION:** None

**NOTE OF PASSING RESIDENTS:**

Jeanne Cagle of 102 Ashwood Circle passed away on September 14, 2022

Betty Caldwell of 206 Cedar Ridge Lane passed away on Monday, September 19, 2022

**NOTE OF NEW OWNERS:**

Mildred Holmes purchased 228 Cedar Ridge Lane on August 23, 2022

Robert and Deborah Gouveia purchased 206 Butternut Circle on August 31, 2022

**APPROVAL OF MINUTES:**

**Nancy Seeds moved and Bob Ebling seconded the motion to accept the minutes of the August 17, 2022 Board meeting. The motion passed unanimously.**

Nancy Seeds read the minutes of the Special Meeting of the Board of Directors on August 17, 2022.

**Bill Fox moved and Susan Granger seconded the motion to accept the minutes of the Special Meeting of the Board of Directors on August 17, 2022. The motion passed unanimously.**

**ACTIVITIES COMMITTEE:** Bob Smith reported on future activities. The committee's next meeting will be on October 10, 2022 and he would love new people to come with their ideas.

**Nancy Seeds moved and Susan Granger seconded the motion to approve the Activities Report as written. The motion passed unanimously.**

**ARCHITECTURAL REVIEW COMMITTEE** – Pat Hosford said there is one agenda for review. The committee has had one member resign and a replacement has been found.

**Susan Granger moved and Bob Ebling seconded the motion to accept the ARC Report as written. The motion passed unanimously.**

**PROPERTY COMMITTEE** – Liz Maass added to the committee’s report. Paul Sallas would like to work on the walkway between Berry Tree Lane and Pear Tree Circle. Hermann Rebocho is working on the complete plan. There is no recommendation today. Liz also said she had been having trouble getting anyone to return her calls regarding grinding the stump near the back gate. Leo Reger flagged a Mr. D’s truck down and asked them to do it. The bill was \$40.00.

**Bill Fox moved and Nancy Seeds seconded the motion to pay \$40.00 to Mr. D’s Tree Service for grinding the tree stump at the back gate. The motion passed unanimously.**

**Bob Ebling moved and Bill Fox seconded the motion to accept the Property Committee Report as written. The motion passed unanimously.**

Tom Gray, Jr. gave an update on the current paving project. The milling and filling is done; seal coat and crack coating have to be done by another company. Four cul-de-sacs will be done. Both ends of Cottonwood Lane, Juneberry Lane and Cedar Ridge Drive will be done.

**COMMUNICATIONS COMMITTEE** – Ted Ackley gave the report in Mary Johnsen’s absence. He said there were no greeter visits made in August; it was a slow month. Dave and Sue Rudnicki have agreed to be flag people.

**Bob Ebling moved and Nancy Seeds seconded the motion to accept the Communications Committee Report as written. The motion passed unanimously.**

**TREASURER’S REPORT** – Nancy Seeds said Myrtle Trace is in good financial shape as of August 31, 2022 because every month this year our income has been greater than our expenses which are our routine operating expenses. Fund accounts are negative amounts because in any one month we spend money but we only put money in those accounts once a year after we take care of operational expenses. Fund accounts are for designated projects. A 2019 law changed saying operational account expenses and fund account expenses must be reported separately.

**Sue Granger moved and Bill Fox seconded the motion to accept the Treasurer’s Report as written. The motion passed unanimously.**

**OLD BUSINESS:**

- **Policy on Guest Parking of Truck, RV or Camper** – Nancy Southard said the Board feels some residents misunderstood the policy. Letters have been received and responded to.

- **Letters of Response to Resident Correspondence Letters** – Nancy Southard said a few letters were received on the topic of guest parking from residents. The Board has responded to all of them and she read the responses out loud. A letter was also received regarding the Cricket Court parking lot. Nancy Southard responded and read her response aloud. A letter was received requesting provision be made at the pool for Aqua Therapy. Again, Nancy Southard read the letter of response including recommendations for other avenues to pursue for the resident.
- **Nominating Committee** – Bill Fox said the committee is now in full force and they are accepting nominations for the two upcoming vacant Board positions. Please contact a committee member if you are interested or know of someone who is. A potential list of nominees will be presented at the next committee meeting. Bill said the committee needs at least four candidates. The first informational meeting the committee had to inform residents of what is required to be a Board member and how much time is involved, etc. was held this past week. A few of the attendees said it was a good meeting and they learned a lot.
- **Road Maintenance Projects** – Tom Gray, Jr. already addressed this issue after the Property Committee Report.
- **Entry Gate Scanner** – A new scanner was installed. Nancy Southard thanked Brian McGraw, Leo Reger and Nancy Seeds for being on site at install and for following up. A reserve fund will be used for the repair and replacement.

#### **NEW BUSINESS:**

- **Appointment of Administrative Consultant** – Since Jim Luneke's resignation takes effect on April 1, 2023, the position has been advertised in our "News and Views" and not many residents applied. It is a complex job. The Board met with Debi Perry and offered her the position.

**Bob Ebling moved and Susan Granger seconded the motion to appoint Debi Perry as Myrtle Trace's new Administration Consultant Contractor as of April 1, 2023. The motion passed unanimously.**

- **Stipend for Administrative Consultant in Training** – Nancy Southard said Debi will serve as a trainee in the interim. This is a lot of work for a trainee to take on with no payment. A stipend of \$300.00 a month has been suggested.

**Bill Fox moved and Nancy Seeds seconded the motion to pay Debi Perry an interim trainee allowance of \$300.00 a month for the period October 1, 2022 through March 31, 2023. The motion passed unanimously.**

- **Major Road Resurfacing Project Proposals** – Nancy Southard had several questions for Tom Gray, Jr. There are two options available on Berry Tree Lane with two different prices. One option is to do the road from the cul-de-sac and another is to do the entire road. Nancy asked Tom for his opinion since he has been so involved in researching this. Tom said in his

opinion, he would leave the cul-de-sac alone. This road has had a lot of problems and we have spent a lot of money on this already. Why spend money on what has been done already? Two companies made recommendations for the work on the Cricket Court parking lot; Palmetto who we have worked with before and another company. One option would be for milling of 2", the other would be milling to a lesser degree. Nancy Southard asked if putting in a drain was feasible. Bill Fox asked if either of these suggestions would stop the current issue with flooding. Tom said the major problem is elevation; it would not be a solution to alleviate the flooding. Nancy Seeds asked if raising the elevation of the parking lot would affect the sidewalks and Tom answered it would not. Tom said the project for Myrtle Trace Drive is from the Berry Tree intersection. The area by the gate would be left till last. Nancy Southard said the money for these projects will come out of the Road Fund. Nancy Southard asked Tom if he could get a bid for putting in a drain on Cricket Court and he said he would.

**Nancy Seeds moved and Susan Granger seconded the motion to accept Palmetto Paving's bid as is with Option #1 on Berry Tree Lane and the other projects as described for a cost of \$115,150.00 The motion passed unanimously.**

Nancy Southard said we will get an engineer to look at other issues. The decision had to be made now as Tom Gray, Jr. reported the price of materials will be going up and we want to try and have this contract locked in before then.

- **Aerator Proposal** – Nancy Southard said the Board received a proposal for the installation of an aerator in Lake Hummingbird similar to the ones in Lake Sparrow and Lake Oriole. Nancy asked Tom Gray, Jr. if we have the power for this. Tom said he would have an electrician look it over. Nancy said we are looking at a price of approximately \$8,500.00 for the installation of the aerator. The monies would be taken from the Lake Fund and added to the Repair and Replacement budget.

**Susan Granger moved and Bob Ebling seconded the motion to approve the purchase of an aerator for Lake Hummingbird at a cost of \$8,500.00 The motion passed unanimously.**

**CORRESPONDENCE: The Board received:**

Thank you notice from the Salvation Army of Horry County for a donation made in memory of William Mangas.

Thank you from the Wounded Warrior Project for a donation made in memory of Robert Kirk.

A letter from the daughters of Robert Kirk in appreciation of the donation made to the Wounded Warriors in his memory.

Thank you from the Parkinson's Foundation for the donation made in memory of Jack Martin.

A note from Christ the Servant Lutheran Church acknowledging a donation made in memory of Jean Angersbach.

A note from the first Presbyterian Church acknowledging a donation made in memory of Ray Bradshaw.

A thank you card from Nancy Bradshaw in appreciation of the donation made to the First Presbyterian Church in memory of her husband, Ray Bradshaw.

The family of Michael Kimble gratefully acknowledging the donation made to Help 4 Kids in his memory.

Letter from Jim Hayes regarding the proposed parking policy of RV's, campers and trucks.

Letter from Greg Miller regarding proposed RV, camper, truck parking policy.

Email from Bruce Williams regarding policy on parking of RV's, campers and trucks.

Letter from Chris Terhune with her doctor's prescription for Aqua Therapy.

Letter from Diana DeFeo, et al, regarding the Cricket Court parking lot area.

#### **MEETING RECAP:**

- Pat Paxson said it has been seen on "Chatter" criticizing the fact that the back gate arm was broken again after being worked on. A picture of a resident who worked on this project was posted. Pat further stated that this is totally inappropriate and we do not know how to handle this.
- Pat Hosford had a question concerning the aerator on Lake Hummingbird. Will any special accommodations be needed due to the upcoming retaining wall work for this lake? The answer was no.
- Pat Hosford also asked when paving is done on Berry Tree Lane will this include Dogwood Circle. The answer was no.
- Pat Hosford asked what kind of impact there would be to water running down driveways and leaking into garages when the repaving is done. Tom Gray, Jr. said the elevation would be the same when this is done. He said the crown can be lowered somewhat and that would slow the flow.
- Pat also asked where the funds were coming from for the interment payment of the Administrative Consultant position. She has no objection to the funds, just wants to know where they will come from. She does not think there is anything in the budget set up for this. Nancy Southard said it will come from the Contingency Fund.
- Pat then asked if anything comes up then can any committee use the Contingency Fund? Nancy answered that it always depends on the individual situation.
- Herman Rebocho said he also saw on Chatter people were complaining that motorcycles could not get through the back gate. Could portable units be provided? Nancy Southard said absolutely not. We have tried to put decals on motorcycles and they do not work. Additionally, a portable unit can be passed around to anyone for access and egress to our community.

**Nancy Seeds moved and Susan Granger seconded the motion to adjourn the meeting at 10:38 a.m. The motion passed unanimously.**

Respectfully submitted,

Diane Gascoigne, Recording Secretary

