



800 Hickory Trail, Westminster, SC 29693

Phone 864-647-9510

Email: [poaoffice@foxwoodhills.net](mailto:poaoffice@foxwoodhills.net)

Fax 864-647-7669

Website: [www.foxwoodhills.net](http://www.foxwoodhills.net)

## The Minutes of the Special Meeting of the Board of Directors of Foxwood Hills Property Owners Association, Inc.

A special meeting of the board of directors of Foxwood Hills Property Owners Association, Inc. was held at 800 Hickory Trail, Westminster, SC 29693 on Saturday, the 14<sup>th</sup> day of December 2019.

1. The meeting was called to order by Greg Sheperd, board President at 8:00 AM. Mr. Sheperd led the Pledge of Allegiance.
2. Mr. Sheperd gave instructions to membership that no comments or questions would be allowed due to time restraints, but any questions and comments could be brought up at the Advisory Meeting, which would begin after the conclusion of the special meeting.
3. The following other directors were present: Russ Dukeman, Patrick Coates, Kellye Rembert and Steve Moore. Also present was Louise Moisan, general manager.
4. Mr. Sheperd stated the purpose of the special meeting was to hear a an update regarding the POA real estate properties from realtor Susan Mangubat.
5. Susan addressed the board on the following topics:
  - a. Legal closing costs to be included in the asking price of property;
    - i. Motion was made by Patrick to cap legal expenses at \$700.00 per lot
      1. Motion was seconded by Russ. Motion carried.
  - b. Susan needed a contact person from the board to present any offers on property.
    - i. Motion was made by Greg S. to have the Board President as the acting agent for accepting/declining property offers,
      1. Motion was seconded by Patrick.
        - a. Motion carried.
  - c. Foxwood Hills needs a stronger Marketing committee
  - d. Recommended to clear the POA owned lots in Kinston and Hatteras to have them RV ready for potential buyers. POA maintenance staff can do most of the work to prep the lots.
6. Mr. Sheperd adjourned the meeting at 9:00 AM.

Recorded by: Louise Moisan Acting POA Secretary

Submitted by: Louise Moisan

Approved by: Gregory B. Sheperd