



800 Hickory Trail, Westminster, SC 29693

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**Board of Directors Special Meeting Minutes
February 20, 2021**

1. Calling of meeting to order, 9:00 AM – Greg Sheperd, President
 - a. Pledge of Allegiance
 - b. Conduct of Meeting reminder
2. Review and Approval of Minutes – Kellye Rembert, Secretary
 - a. Regular Board Meeting – January 23, 2020
 - i. Greg L. made motion to accept minutes as presented, Belinda B. seconded. Motion carried unanimously.
3. Treasurer's Report – Patrick Coates, Treasurer
 - a. Approval of Financials – January 2021
 - i. Kellye R. made motion to accept minutes to accept January financials as presented, Sonya H. seconded. Motion carried unanimously.
 - b. 2019-2020 Audit Update
 - i. Bankruptcy court has approved payment to Elliott Davis for audit. Goodmanagement is in process of getting that check processed.
4. Manager's Report – Keith Litcofsky, General Manager
 - a. Lounge/Restaurant
 - i. Status of alcohol license is still pending. ABC making a decision on Monday, February 22.
 - ii. Valentine dinner was huge success.
 - iii. There will be a St. Patrick event
 - b. Maintenance
 - i. Routine repairs and maintenance on-going.
 - ii. Some vehicle repairs necessary – getting estimate.
 - iii. We are list with roads company for road maintenance.
 - c. Office Updates
 - i. Five new members processed.
 - ii. Training for GM and office staff on-going on Rent manager system.
 - iii. Annual meeting packets assembled and ready to mail.
 - iv. Sherry will be out of office February 22 – March 7.
 - d. Security
 - i. Insurance payment for totaled vehicle received.
 - ii. Two new employees.
5. Old Business
 - a. Chapter 11 Update – Greg Sheperd, President



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- i. On February 17, 2021, the Court entered its Order granting the POA a default judgment against all defendants served by publication (the returned-mail defendants) and any unknown classes. With the entry of this Order, the Court has now awarded the POA judgment against approximately 97% of the defendants
- ii. On February 18, 2021, we filed the Motion to sell Lot 60 in Kinston. We expect the Order to be entered allowing the sale by mid-March.
- iii. The POA's Chapter 11 Plan and Disclosure Statement will be filed by March 4, 2021. We are making progress on this document and Greg Sheperd, Patrick Coates and Belinda Belvin met with Nexsen Pruet on February 19, 2021 to discuss specifics.
- iv. Nexsen Pruet is working on the documents to foreclose on the POA's liens in the Newbury Section. We expect to file at least one of those actions the week of February 22nd
- v. The next step in the Adversary Proceeding is discovery. The Court will soon enter a Scheduling Order to lay out the timelines and deadlines for discovery. Discovery consists of written requests for information and documents and depositions. We will make discovery requests to certain answering defendants, and they will make requests to the POA. This process helps compile the necessary documents and understand the relevant testimony needed to establish the POA's case against the answering defendants at trial.
- b. Bylaws Committee Update – Belinda Belvin
 - i. The Board has completed its review of bylaws changes and revisions. This has been sent back to committee for their comments. A meeting will be set up between the Board and the committee to reach consensus.
 - ii. Greg has received feedback from legal regarding bylaws. Will share with Board.
- c. Update on Signs and Fitness Trail – Beth Patterson and Russ Dukeman
 - i. Images of examples shared with the Board. We will maintain the gold on black color scheme (as opposed to black on gold).
 - ii. New signs will be installed in the coming weeks.
 - iii. Russ provided schematic image of proposed trail with 10 stations at Mt. Bay Park.

6. New Business

- a. Approval of Budget for Submission to Membership – Patrick Coates
 - i. Kelly C. made motion to accept budget as submitted by Budget Committee and Treasurer, Greg L. seconded. Motion carried unanimously.
- b. Approval of Assessments for 2021/2022 – Patrick Coates
 - i. Greg L. made motion to accept 2021/2022 Assessments as submitted by Budget Committee and Treasurer, Kelly C. seconded. Motion carried unanimously.
- c. Proposal for Purchase of New Security Vehicle – Keith Litcofsky
 - i. Insurance company paying a settlement of \$14,754.00.



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- ii. Two estimates provided – 2020 Ford Escape at \$24,162.00 and 2021 KIA Seltos at \$24,331.00. Keith L. recommends the KIA based upon input from others familiar with needs of the security vehicle.
- iii. Greg L. made motion to accept recommendation from Keith L. to purchase 2021 KIA to replace totaled vehicle, Kelly C. seconded. Motion carried unanimously.
- d. Restaurant Credit Card Processing Fees – Kelly Clark
 - i. Kelly C. proposed a 3% fee for using credit card in Restaurant/Lounge. Greg S. recommended factoring in the processing cost into price point of goods rather than charging an extra fee. Also, recommends a reconsideration of cost of goods – probably selling goods too inexpensive.
- e. Appointments to Nomination Committee – Greg Sheperd
 - i. Greg S. recommends Debbie Cook for Chair. Patrick C. made motion to accept this nomination, Kelly C. seconded. Motion carried unanimously.
 - ii. The following recommendations for members were made by Greg S.: Tina Hundsdofer, Charmaine Revitsky, Alicia Gasper, Debbie Freeman, Cindy Moore, Shellie Huth, Kathy Johnson and Jackie Neal. Belinda B. made motion to accept these appointments, Patrick C. seconded. Motion carried unanimously.
- f. Appointments to Roads Committee – Kellye Rembert
 - i. Kellye R. made motion to accept appointments of Joe Patterson, Bob Sloane, and Mike Thomas to committee, Patrick C. seconded. Motion carried unanimously.
- g. Roads Committee Update – Russ Dukeman
 - i. Russ presented a list of projects to be considered, a couple of which were presented and approved earlier - sent to Hubbard. Homestead a top priority. Needs to be addressed with dollars left over after budgeted money already sent to Hubbard. TESI has created some issues that need to be addressed. Cold patch used on potholes which is still holding quite well. Still have some to do. If we can get Hubbard, while they are here, to fix a large hole on Old Smokey that would be a good thing. Russ will continue to survey roads conditions.
 - ii. Greg S. would like further consideration between the Roads Committee and the Board for prioritization.

7. Meeting adjourned 10:03