



800 Hickory Trail, Westminster, SC 29693

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**Board of Directors Meeting
October 3, 2020 Minutes**

1. Calling of meeting to order – Greg Sheperd, President
 - a. Pledge of Allegiance
 - b. Conduct of Meeting reminder
 - c. Appointment of New Board Members Update
 - i. Five applications have been received for the 2 open positions
 1. Interviews will be held in order to have appointments by next board meeting.
2. Review and Approval of Minutes – Kellye Rembert, Secretary
 - a. Special Member Meeting – 09.05.2020, 10 AM
 - i. Greg L. made motion to accept minutes, Belinda B. seconded the motion.
Minutes unanimously approved by Board
 - b. Special Member Meeting – 09.05.2020, 12 PM
 - i. Patrick C. made motion to accept minutes, Greg L. seconded the motion.
Minutes unanimously approved by Board
 - c. Special Board of Directors Meeting – 09.12.2020
 - i. Greg L. made motion to accept minutes, Belinda B. seconded the motion.
Minutes unanimously approved by Board
 - d. Kellye R. made note that a request for the July 25, 2020 and August 22, 2020 minutes and recordings be turned over from previous board secretary. There has been no response. Greg S. noted that if we are unsuccessful obtaining those we will have to put those minutes together as best we can from our notes or put items back on a future agenda. Legal counsel has approved this.
3. Treasurer's Report – Patrick Coates, Treasurer
 - a. Approval of Financials – August 2020
 - i. Patrick reviewed August 2020 financials
 - ii. Greg L. made a motion to accept financials as submitted, Belinda B. seconded.
Financials unanimously approved by Board
 - b. 2019-2020 Audit Update
 - i. Audit is on hold because we do not have approval to pay Elliot Davis for the audit from bankruptcy trustee.
4. Manager's Report – Louise Moisan
 - a. Review of Kitchen hours: Mon & Tues – Closed, Café closed, Wed thru Sat – 4 PM to 9 PM. Take out orders available. Question about if hours are 3 PM? Louise will double check.
 - b. Staff Appreciation Day went well
 - c. Down 2 security officers, interviewing for 2 officers



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- d. Maintenance now working on winter projects, Blue Holland tractor still in for service
5. Advisory Update – Greg Lohman
 - a. Only one member asked for buses to continue to run.
 - b. Committee chairs gave updates.
 - c. Beth Patterson discussed new website.
 6. Meeting opened up for member comments
 - a. (Jason Axberg) Looks as though, from his review, that we have just enough money in the bank to pay off creditors. How will we be able to pay legal fees and keep staff, pay bills, etc.?
 - i. Patrick C. and Greg. S. will review the numbers for a response
 - b. (Kim Axberg) Prime Video and Sirius/XM Radio bills? Any number on the legal fees paid to date? August beginning balance was higher than July ending balance? Extra staff employed? Bylaws state all checks must be signed by two people, only one on many of them?
 - i. Prime Video has been reversed. Louise contacted Sirius/XM fees are for restaurant and lounge. Attorneys have not billed us, yet. We have money coming in because we collect along the way. Seasonal hiring makes staffing increase. Now that the season has passed, the numbers will go down. We hire as needed. Every check gets approved by the Treasurer. Historically, we have not adhered to 2 signature policy – banks do not recognize 2 signatures anymore. There is no more direct deposit because of bankruptcy. That is why Louise signs her own check. These matters are being discussed by Bylaws Committee.
 - c. (Sandi Romer) Questioned payment to Elliot Davis. Petty cash – questioned amount we have.
 - i. Payment to Elliot Davis was for audit just completed. Restaurant petty cash is high because tips on credit cards need to be honored. Also, any trips to grocery store is covered by petty cash. Everything in petty cash is noted in check registry.
 7. Old Business
 - a. Terry Howe Presentation – Auction of properties
 - i. Working with Oconee County FLC. Properties in Foxwood Hills not producing taxes or dues. He wants to try to get them back on tax rolls, out of county's hands and liability. Also, producing dues. 300 properties in Foxwood Hills. He asked for relief from dues for the calendar year that the property is sold to private owner as well as one calendar year after that. Also, inquired regarding combining multiple lots with one structure into one maintenance fee.
 - b. Goodmanagement Update – Louise Moisan
 - i. October 1 we switched to Goodmanagement. CAMS has locked us out. Depending on our internal database – Goodmanagement is working with that.



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Hopefully, by October 15 we will be back on-line. Software is to be very user friendly.

- c. Chapter 11 Update – Greg Sheperd
 - i. Hearing conducted on Sept 22 regarding POA's authority to sell properties without notice to all members. Within next week to 10 days, judge expects authorization for website notification.
 - ii. Members need to cease building up unnecessary legal fees.
- d. Bylaws Committee Update – Belinda Belvin
 - i. Continues to meet every week (at least 2 hours). Starting Article 15 Section 6 in next meeting. Some items have been tabled for review at end.
 - ii. Have a vacancy on committee. After review of past applications. Belinda made motion to nominate Beth Patterson to fill that vacancy. Patrick C. seconded. Motion carried unanimously by Board.
- e. Golf Cart Usage (Penalties for unregistered and underage use) – Louise Moisan
 - i. Policy was sent earlier to Board members for review.
 - ii. Omitted reference to operators under the age of 16.
 - iii. "A farm vehicle or grass cutting vehicle is not a recreational vehicle" amended to show that these vehicles are not subject to this policy and does not need to be registered.
 - iv. Driving on grass areas and flower beds of all common areas needs to be noted as reckless driving. Damage could subject to additional fine.
 - v. Greg L. made motion to approve policy with amendments made and traffic violations with proposed fines, Belinda B. seconded. Discussion regarding cost of radar gun. Motion carried 3-1 by Board.
- f. Enforcement of SC golf cart laws on FWH roadways – Louise Moisan
 - i. Covered with discussion of item "e"
- g. Security Fines – Louise Moisan
 - i. Fine schedule reviewed with discussion of item "e"
 - ii. Approval of purchase of radar gun at \$899.00 before tax. There will likely be additional charges for calibrating the radar gun; however, Sheriff's Dept may do it for free. Prior to approval, Board would like confirmation on this.
- h. New Website Update – Beth Patterson
 - i. We now own a new website. At Home has been cancelled. Final payment made to F-net.
 - ii. Some rearranging needs to be done on new website – correct documents, etc... this will take some time.
 - iii. Training will be conducted (office staff, committee chairs, etc...)
 - iv. Thanked Diane McMahon and Kimberly Clark for their hard work.
 - v. Property owners do not have to login.
- i. Marketing Survey Update – Beth Patterson
 - i. Results of survey asking members about low-cost activities they would like to participate in. 111 members responded.



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- ii. Top two requests: (1) Fix up Mt. Bay Park and (2) develop a trail around the park. Necessary work to fix up Mt. Bay Park will be estimated for a proposal.
 - iii. Marketing Committee will meet this month to consider the survey as well as many other suggestions from community members. Will work in tandem with the Social Committee.
 - iv. Greg S. – should activities committee be reactivated?
 - j. Keycard Locks Update – Louise Moisan
 - i.
8. New Business
- a. Pay Off Loan with First Citizens – Patrick Coates
9. Meeting adjourned

Submitted by: _____

Approved by: _____