



800 Hickory Trail, Westminster, SC 29693

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**Board of Directors Meeting
November 21, 2020**

Board Members Present: Greg Sheperd, President; Patrick Coates, Treasurer; Kellye Rembert, Secretary; Belinda Belvin.

Newly Appointed Members: Kelly Clark, Sonya Hale

1. Calling of meeting to order – Greg Sheperd, President
 - a. Meeting called to order at 9 AM
 - b. Pledge of Allegiance
 - c. Conduct of Meeting reminder
 - d. Appointment of New Board Members
 - i. POA received 5 resumes: Arthur Belge, Kelly Clark, Sonya Hale, Gene Neville and Mike Shaffer. Prior to interview, Arthur Belge removed his name for candidacy. Patrick C. made a motion to appoint Kelly Clark and Sonya Hale to Board of Directors, Belinda B. seconded. Motion unanimously carried.
2. Review and Approval of Minutes – Kellye Rembert, Secretary
 - a. Regular Board Meeting – July 25, 2020
 - i. Patrick C. made motion to approve minutes as written, Belinda B. seconded. Motion unanimously carried.
 - b. Special Board Meeting – August 22, 2020
 - i. These minutes were put together from various sources as a result of not receiving minutes from former Board Secretary, Kimberly Clark.
 - ii. Belinda B. made a motion to approve minutes as written, Patrick C. seconded. Motion unanimously carried.
 - c. Regular Board Meeting – October 3, 2020
 - i. Belinda B. made a motion to approve minutes as written, Patrick C. seconded. Motion unanimously carried.
3. Treasurer's Report – Patrick Coates, Treasurer
 - a. Approval of Financials – September 2020
 - i. Need to better understand Cost of Goods sold (may just need to be an adjustment) and the negative under G&A (insurance payment on awning prior to payment for work done)
 - ii. Kellye R. made a motion to approve financials as submitted, Belinda B. seconded. Motion unanimously carried.
 - b. 2019-2020 Audit Update – Patrick Coates, Treasurer
 - i. Audit still on hold awaiting approval from bankruptcy trustee to pay Elliot Davis.
4. Manager's Report – Louise Moisan, General Manager
 - a. Lounge and Restaurant have started winter hours, Sunday Brunch has started, take-out orders are still available
 - b. New hire in maintenance
 - c. Still looking for 2 part-time security positions and 1 fill-in position



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- d. Maintenance beginning on winter projects. Volunteers are needed for various projects.
- e. Louise's last day, November 27th. Greg S. thanked her for her service over the last 14 months.
- 5. Advisory Update – Greg Sheperd for Greg Lohman
 - a. Jay McClure resigning as ACC/Roads chair due to a move to Florida. Greg S acknowledged his hard work and thanked him for his service.
 - b. Member Comments/Suggestions
 - i. Carolyn Ogle – pay-off of First Citizens pool loan. Substantial attorney fees associated with pay-off being incurred – due to bankruptcy. Pre-paid penalty could have been waived with 5-day notice? Any kind of bankruptcy is considered a default of the loan? Why didn't we do this before we went into bankruptcy?
 - 1. Attorneys did not advise us to do so. Hindsight would suggest that we should have paid it off; however, it was a different Board with different members when the loan was made. Seeing that attorney fees were being added to the payoff is what motivated This Board to immediately pay off the loan.
- 6. Old Business
 - a. Good management Update – Louise Moisan
 - i. Goodmanagement still working on database, so office is still working on a manual system. Hopefully, within a month, we will be working with new software.
 - b. Chapter 11 Update – Greg Sheperd
 - i. Hearing on November 17 regarding the dismissal of counterclaims against POA. All proceedings are public record – membership is directed to those records for reference.
 - c. Bylaws Committee Update – Belinda Belvin
 - i. Meet every Tuesday from 9-11 with research being conducted throughout the week. They hope to be done before end of December to pass along information to the Board for review.
 - d. New Website Update – Beth Patterson
 - i. New website up and running. Please alert office if any changes are needed. Problems with Eblast are repaired via an alternate platform.
 - e. Marketing Survey Update – Beth Patterson and Russ Dukeman
 - i. Part of the Board approved a Plan of Action based upon survey.
 - ii. Brochures and business cards have been updated.
 - iii. Metal detector has been secured to locate pins on properties.
 - iv. Community flags will be placed around the area. Design being developed for approval.
 - v. Signs are being revamped. Volunteers will be needed to paint. Beautification committee proposed a new look for the sign on corner of Blackjack and Little Choestoea.



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- vi. Part of plan included advertising on three websites. Ads were sent about 3 weeks earlier. 3 to 4 inquiries every day from these ads.
- vii. Survey on low-cost activities – focusing on (1) fixing up Mt. Bay Park, (2) fitness trail in Mt. Bay Park (Russ communicating with Corps for confirmation that this is acceptable within our lease) or on land at front entrance behind security shack, (3) shuffleboard – will get estimate on what it would cost to fix this up as well as to move the gate near fitness room for easier access to shuffleboard
- f. Marketing Committee Update – Beth Patterson and Russ Dukeman
 - i. Promotional video has been completed and reviewed. Comments have been shared with Susan Mangubat for any future videos (i.e. mention of Lake Hartwell, feature a larger variety of ages).
 - ii. Holding off on print materials until more information regarding bankruptcy
 - iii. Foxwood Hills Facebook Fan Page – 150 members signed up. Needs to be promoted throughout the community. Link will be on new website.
 - iv. Work with Code Enforcement – two more properties turned in (corner of Blackjack and Hwy 11).
 - v. Notebook with all of the maps for each section – color-coded regarding homes and mobile homes. Needs to be updated. Needs to show areas that are buildable and those that are not buildable. Need approximately 2 members from each section to take on as a volunteer project. Keith Dills (head of Security) – need to change the road name of Mountain Cove on map.
- g. Keycard Locks Update – Louise Moisan
 - i. All keycard locks have been installed. Housekeeping has said that there has been a dramatic improvement in the maintenance of the comfort stations.
- h. Review Keycard Policy – Patrick Coates
 - i. Intent, originally, was to have one key per household/lot but was changed to two. Patrick would like to see this go back to one to eliminate the opportunity for keys to be shared to excess. Patrick made a motion to change this back to maximum one keycard instead of two per household, Kelly C seconded. Discussion was open to the floor for comments. Motion carried unanimously. Will still remain one keycard per rental property. Keycards from households that currently have two keys (aside from those households that have rental property allowing for additional key[s]) will likely be deactivated.
- i. Loan Payoff with First Citizens – Patrick Coates
 - i. Loan has been paid off with First Citizens
- j. Fireworks in RV Sections – (Tabled from 7/25/20)
 - i. RV liaisons were asked to make ability to use fireworks a part of their revised restrictions. Hatteras and Kinston have not responded. Newbury has been very active – 58% or more who have responded would like to see fireworks banned. Initial calculations indicate that approximately 75% of Newbury residents would like to see them removed with 25% wishing to see them remain allowable.



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- ii. Remains tabled and will be removed from agenda
- 7. New Business
 - a. Veteran's Day Dinner Celebration – Kelly Clark
 - i. Very successful. Kim and Hugh McCauley showed dance moves. Some who were not veterans came to support veterans. Thanks to the Board for showing support by opening the lounge and restaurant to all veterans regardless of membership status. The meal was great. Kim and Hugh McCauley and Gene Neville volunteered to check people in.
 - ii. This was our best Wednesday since Labor Day at the Lounge/Restaurant
 - b. Nominating committee appointees – Greg Sheperd
 - i. Kelly C nominated Kim McCauley as chair, Belinda B seconded. Motion carried unanimously.
 - ii. Patrick made motion to nominate Nadine Meece, Diane McMahon, Debbie Morgan, Jackie Hennessey, Neva Nolan, Larry Hembry, Debbie Cook and Judy Gamber. Sonya H seconded. Motion carried unanimously.
 - c. Violation of Adjoining Lot Agreements – Patrick Coates
 - i. Patrick will assemble a task force for discovery on this issue.
 - ii. This could be another issue for bankruptcy court; however, groundwork should be initiated.
- 8. Adjourn – 10:13 AM

Executive Session