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**Board of Directors Meeting
Minutes July 23, 2022**

1. Meeting called to order at 9:03 am by Sonya Hale, President Present: Kelly Clark, Patrick Coates, Sonya Hale, Dan Delano, Greg Lohman, Keith Cagle and Belinda Belvin
 - A. Pledge of Allegiance
 - B. Reminder of Code of Conduct at meeting
2. Confirmation of Approved Minutes – Kelly Clark, Secretary
 - a. May 2022 Board Meeting Minutes – Approved by email 6/15/2022 and placed on POA website.
4. Treasurer’s Report – Patrick Coates, Treasurer
 - a. Approval of Financials – April 2022 and May 2022
Motion made by Greg Lohman, to accept financials as written for April 2022 and May 2022 and 2nd by Dan Delano. motion carried unanimously.
 - b. Patrick Coates advised that we have met budget for 2022-2023 in June.
 - c. Audit 2020 / 2021 – Patrick Coates stated Audit complete and will be placed on Website shortly
5. Manager’s Report – Keith Litcofsky, General Manager
 - New summer menu is getting good reviews.
 - New dishwasher was delivered and installed.
 - Karaoke is doing very well; the group is getting bigger every time. Come see for yourself!
 - Terry has been hired for the cabana and will be trained this weekend. If all things go well, the cabana will be opened more days starting next week. Tue, Wed, & Thurs.
 - Lounge & Restaurant Hours of operation are Thursday 5 pm to 9 pm. Friday & Saturday 5 pm to 10 pm. Kitchen closes one hour before closing.

Maintenance Updates

- Elevator had a hinge replaced and passed inspection. Waiting on county for certificate.
- A hole on bottom of the pool developed and was temporarily fixed on June 30th. Will continue to monitor the area. Hopefully it will hold until end of pool season. It will need to be drained and repaired.
- Pipe and valve to fill the pool has been fixed.
- Culvert work has been done. Russ will go into more detail with his report.

- First phase of downstairs bathrooms is completed. Second phase will be completed before next pool season. Painting and drywall work.
- 17 knocked down trees were cut and removed.
- Filled a couple of potholes with cold patch or gravel around the community. Hickory Trail, Tiger LN, Hatteras
- Several times since the pool opened, we had to call the plumber due to someone stuffing objects down the toilets. A lock was put on the bathroom door and members must get the key from our pool staff. Since this was implemented, no issues have occurred.
- Blue tractor is down. Waiting for date it can be looked at and fixed.

Office Updates

- Liens are still going out to members that are not in good standing.
- Processed 36 new members properties since last meeting in May.
- Sherri Howard will be out of the office for a little while. Hopefully back in a few weeks.
- ACC has responded to over 41 phone calls and emails since the last meeting in May.
- The ACC usually goes through the community on Wednesdays in a white SUV. Mike also wears a Foxwood Hills shirts and cap.
- Please make sure you include your account number on the payment check or money orders.

Security

- Incidents reported: May-8 & June-12
- Traffic report- failed to stop at stop sign or speeding violations. May violations-18 & June violations-14
- Black security vehicle has been sent back to KIA for engine issues. KIA will be replacing engine once KIA corporate approves it. Still waiting on timeline.
- IF YOU SEE IT, REPORT IT!

6. Committee Reports

a. ACC – Keith Cagle– Mike Smith has resigned as Chair of ACC. If interested in chairing ACC please contact office

b. Road Report – Russ Dukeman,

The drainage work has been completed. We have a concern with the repair on Fernwood. We need to shore up the sides to make sure that they will hold. The solution is straw mats to inhibit erosion and promote grass growth. Owens is scheduled in September to do the paving. We are unable to do \$26,000. in repairs due to budget constraints. At the last board meeting I was asked about a budget number. My answer was \$750,000. After reviewing the plans with Greg, the number is higher, probably closer to \$1,000,000. This is the number to get us to the place where we can overlay. The budget number really will be dependent on the time frame that you want to accomplish this in. Overlay will be expensive also. Not all roads will need it, but doing the higher use roads will be a priority.

c. Beautification, Communications and Marketing – Beth Patterson

- The Committee provided a list of beautification efforts needed at the front entrance and around the clubhouse to the Board and General Manager. Efforts needed: painting of front door, security shack, fences at front entrance and clubhouse; trimming of bushes and crepe myrtles; killing of weeds; mulching needed around trees, etc. Painting will occur early fall and the rest will be completed during the summer. An E-blast will follow asking for help from volunteers.
- New Member Letter has been completed and loaded on rent manager. Beth encouraged new members to review letter and let the committee know if other areas need to be included.
- New Member Handbook is completed and available in the office. Also available on the website.
- Foxwood Hills Fan Page – Denise Savidge is the lead for this and the page now has 500 users!
- Committee has several marketing events scheduled for the fall: Chamber-After-Hours (*Marsha DuVall is the lead for this event*), hosting of realtors, (*Susan Mangubat, lead*) and car show (*Penny Epperson, lead*).
- Realtors are on-site every Saturday from 11-3.

- Code Enforcement: Kathy Moore is the Lead and substantial progress has been made on the clean-up of five properties identified to the Code Enforcement Officer. These properties are located on Little Choestea and Blackjack.
- The Committee has received 5 bids for repairing the Pavilion in Mt. Bay Park (*Marsha DuVall, Lead*) The Board will visit the Pavilion in the near future to make final decision about direction Committee should take.

- d. Social – Denise Savidge- Kelly Clark made a motion to appoint Denise Savidge as Social Committee Chair and 2nd by Sonya Hale. Motion carried unanimously. Denise went on to give the following report:
Denise extended kudos to the existing committee members who work hard on monthly events and Bingo. Noted that there is at least one event per month plus Bingo, existing on current budget and requested additional funds. She is working on gathering decorating budgets and budgets for live music. Noted Luau and Labor Day would be combined for a Labor Day Luau. Remarked that the committee discussed the possibility of receiving a **percentage of sales** in the restaurant donated for prizes at Bingo since it has become so successful. Noted that Social Committee intends to help compile a list of “on call” volunteers for running food when things became overwhelming or someone calls out at the lounge or kitchen. Volunteer hours will be logged. Informed that ServSafe training is available online for \$40 if needed. (Belle noted after the meeting it is not needed just to deliver food to tables.) Denise noted a meeting between Belle and herself after the Social Committee meeting was very productive regarding the restaurant’s willingness to extend hours to cover special events. Remarked that Social Committee would also be considering fundraisers and/or fees for events to help cover costs. Live music is coming to the restaurant on July 30th courtesy of Social Committee. Saturday, August 13th at 10 a.m. was set for the formal Labor Day Luau planning and Social Committee meeting.
- e. NHW-update given by Kelly Clark- NHW is currently looking for a new Chair. Debra Jo has agreed to stay on till position is filled. NHW signs needed in your section? Please call office or get in touch with NHW committee chair

7. Legal Updates - Sonya Hale, President

- a. Legal update -update given by Sonya Hale, All Defendants except Chris Peirce have Settled. Chris Peirce asked for an extension and new date will be forthcoming for court
- b. TESI- TESI has advised us they will be using Owens Paving. Work will begin in September, TESI has advised POA due to contractor paving issues, work is delayed from 4-month window they have to fix roads. Our attorneys have advised us should TESI sell to CSWRSC, the agreement between the POA and TESI will be honored by them.
- c. Anonymous Correspondences- All anonymous correspondence will be discarded. Any correspondence to POA must have contact name on it. POA needs contact information to respond to all complaints.
- d. Busbee Complaint – Complaint filed June 21, 2022 Oconee County Case # 2022-CP-37-00475. POA has 30 days from date of service to respond. Lawyer is currently advising. POA will have more information at September Meeting.

8. Restaurant and Lounge Update- Belle and Eric Oakley

- Member Appreciation Day will be held Wednesday, August 17, 2022 5:00-8:00 pm – More details to come!
- Chef specials are 30% of sales.
- Karaoke with Wild Bill on Friday nights has been a hit!
- Foxfire Bar & Grill koozies and t-shirts to be available soon.
- Lounge will be hosting Foxfire Fridays on drinks. More to Come!

9. Bylaw update- Sonya Hale, President

- a. Board was very busy with current issues. Board will be moving ahead with Bylaw again shortly.

10 New Business- Sonya Hale, President

- a. Revised Member Code of Conduct- Tabled until next board meeting
- b. Lounge and Restaurant Petition – Sonya Hale discussed in detail with members their concerns about the Petition. The Petition was signed by 30 members. Pricing of Food and Drink was discussed and menus at other restaurants were used as examples. Employee pay was not discussed, as members are not privileged to employee individual pay. Customer service of lounge employees and customer complaints were discussed and how complaints should be handled in the future

11. Open Forum for Property owners

Multiple Members addressed the board in favor of the restaurant. These members all expressed their gratitude toward Belle and Eric and the way the restaurant is managed. They expressed how delicious the food is. They also expressed that each year the restaurant is improving and thriving.

Sonya Hale thanked the Members for their support.

Some members addressed the board with their concerns about the restaurant petition submitted by a member. Some of the concerns were employee Pay, employee conduct, price of food and drinks, hours of operation.

Sonya Hale acknowledged their concerns and encouraged them to meet with Keith, and if their concerns aren't addressed to contact her.

A member sent a letter to Sonya to be read at board meeting addressing concerns in Hatteras. Some concerns were Speeders, Driving While Impaired, Restrictions and Setbacks and Fireworks.

Sonya Hale acknowledged her concerns and would look further into them with POA General Manager

Other members addressed their concerns about what's going on in Hatteras regarding the newest Busbee lawsuit. These members also addressed issues they were having with a Neighbor.

Sonya Hale addressed their concerns regarding the POA'S role in these types of situations.

12. Meeting adjourned at 11:24 am by Sonya Hale, President

