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Board of Directors Meeting Minutes

January 28, 2023

1. Meeting called to order at 9 am by Sonya Hale, President
Present were Sonya Hale, Kelly Clark, Dan Delano, Belinda Belvin, Keith Cagle. Not Presen: Patrick Coates, Greg Lohman
 - a. Pledge of Allegiance
 - b. Reminder – Meeting Code of Conduct
 - c. Recognition of Volunteers – Sonya Hale thanked our Volunteers for working on projects in the Community.
2. Confirmation of Approved Minutes- (Kelly Clark, Secretary)
 - a. Board Meeting Minutes for December 2022 - Approved on December 14, 2022 by email.
3. Treasurer’s Report (Report given by Dan Delano)
 - a. Motion made by Belinda Belvin to accept financials as written for November 2022 and 2nd by Keith Cagle. Motion carried unanimously.
4. Managers’ Report (Keith Litcofsky, GM) See attached Managers report.
5. Committee & Restaurant Reports
 - a. Beautification, Communications & Marketing (Beth Patterson) See attached Committee Report.
 - b. Neighborhood Watch (Kelly Clark, Board Liaison) Motion made by Kelly Clark to appoint Van West as NHW Chair and 2nd by Belinda Belvin. Motion carried unanimously.
 - c. Roads (Russ Dukeman) See attached Committee Report
To date we have completed about 2/3 of this years' roads projects. We have received additional road funds and are planning on additional projects. Depending on weather we hope for all work to be completed by the end of February for this year. The list for repairs for next year is being put together and I hope to be getting bids by March 15th. Housing construction is really taking a toll on our roads. Most of the damage is unavoidable. Our original road construction was not designed to take heavy truck traffic. One thing we need to address is the damage caused by driving track vehicles on the roads. In talking to Keith we feel that adding wording to the permit prohibiting this is a good way to handle this issue.
 - d. Social (Denise Savidge) See attached Committee Report.

e. Nomination Committee (Kellye Rembert)

Ten eligible Nominating Committee Members have been confirmed and four Candidates for three positions. A draft ballot is ready for board review. Meet the Candidates is scheduled for February 4, 2023 immediately following Budget presentation. All Ballots must be returned to office to be counted by Thursday March 16, 2023 at 5pm. Committee will meet for initial organization of Ballots on March 16, 2023. Friday March 17, 2023 Ballots will be counted and March 18, 2023 voting results will be announced at Annual Meeting.

6. Legal Update (Sonya Hale)

- a. Chris Pierce hearing is scheduled for February 23, 2023.
- b. Busbee vs. Vasquez vs. FWH POA has been settled.

7. New Business

a. 2023-2024 Budget Presentation to Board and Vote (Greg Shepard, Budget Committee Chair)

Greg Shepard presented 2023-2024 Budget to board. Dan Delano made motion to accept Budget as presented and 2nd by Sonya Hale. Budget passed unanimously.

The 2023-2024 Budget will be presented to Membership on February 23, 2023.

b. Annual Meeting Timeline (Sonya Hale) See Nomination Committee Report

c. Discussion on members participation at POA (Keith Cagle)

Keith is concerned about Member Participation. POA Board and Committees need to discuss how to get more membership to participate in POA. Keith wants future discussion on upgrading POA electronic technology to include Zoom meetings and more Membership interaction.

d. Adding GPS to all FWH POA Vehicles discussion (Kelly Clark)

It was discussed adding GPS tracking technology to all Foxwood Hills vehicles. Keith (POA Mgr) stated he has the ability to track security in case of emergency. He also stated he had looked into Insurance discounts and there are none.

Members Open Forum

A member asked to speak about their lot Edisto 110. They state their lot is not buildable and has drainage issues. They have asked that POA honor last board and last Managers correspondence to swap lot. POA Board asked them to submit all documentation regarding this. Board wants to look at lot in question. Board will address at next meeting when they have all information.

A member asked about status of new bylaws? Sonya Hale stated that new bylaws and town halls would be addressed with new board.

A member had a comment that our POA needs to participate in more community events. Keith (POA Mgr.) stated he has plans to do that and that the POA just invested in a Foxwood Hills sun tent.

A Member stated, Foxwood Hills needs to market more to Families.

Board meeting adjourned at 10:47am. Board of Directors met in Executive Session

Minutes approved by email on February 6, 2023 and submitted by Kelly Clark, Secretary

Social Committee Notes for Board Meeting 1/28

Meeting held January 6:

- New members will be very much welcomed. Accepted resignation of Debbie Morgan.
- Bingo continues to be extremely well attended and funding at \$50 per game is remaining on budget.
- Southern Traditions played at the Christmas Party. They have been booked again for July 1 (Fourth of July Party) and Dec. 16th (Christmas Party).
- The Christmas party featured a “Naughty Santa Steal” game with participants bringing a funny or fabulous Christmas gift. Lots of fun.
- A Tree Decorating Competition was held and 7 trees competed for prizes. The top 3 winning trees received cash or gift certificates to the Grill. Top prize also has this trophy displayed in the lobby. Deb and Mike Wiwczar were the winners. The Security Team took second. Kellye Rembert, Debbie Morgan, and Sandy Delaney’s team took third. We hope next year will be bigger and even better – possibly spilling over into the downstairs.
- New Year’s Party was well attended and the entertainment by Wild Bill was really enjoyed. Thank you to Casey and Bill for all their hard work.
- A Valentine’s Day dinner/dance is scheduled for February 11th. A different singing duo with softer music was engaged for the evening. Roses will be purchased from our budget for attendees.
- Social Committee decided to forego the Superbowl party since it falls on the 12th, which is probably too much on one weekend.
- The Social Committee will meet with Eric, Belle, Beth Patterson, and Keith L. to set the calendar for 2023-2024. Having Marketing attend the meeting was decided to be a good idea. TBD on date.
- At the meeting January 6, it was noted there were payments made from the Social Committee account that no one knew where they were applied. After talking with Keith, it was straightened out. However, we would like to request that all requests of payment from our budget, aside from Alicia’s for Bingo, be turned into the committee so we can more closely follow our budget.
- Open to ideas for how to have a more inclusive communication system for those not using email or social media.

Social Committee Calendar Dates proposed so far: 2023-2024

Independence Day Party (band) – July 1

Labor Day Party – Sept. 2

Foxgiving – Nov. 19

Christmas Party – Dec. 16

Beautifucation, Communication & Marketing Committee Report

January 28, 2023

Beautification

- Letters sent to 9 members notifying them the POA is preparing to file the appropriate motions with the Magistrate Court to declare their mobile home as a derelict mobile home.
- 3 owners are selling the property and the new owners are fixing them up
- We are petitioning the court for removal and destruction of derelict mobile homes on 2 properties:
 1. Section M lot 145 - 130 Viking Dr Section M Sec
 2. Sherando lot 10 - 919 E Thunderbird Section
- Sold at tax sale:
 3. Section M lot 28 - 313 Shannandoah
 4. Section M lot 225 - 105 Jefferson Dr
 5. Section M lot 275 - 104 Westgate
- Pending foreclosure:
 6. Tidewater lot 16&17 - 205 Lyndon Loop
 7. Tidewater lot 64 - 825 Trailwinds Dr (Cagle)
- Existing lien:
 8. Section M 29&30 - 309 Shannandoah (Deas)
- d. Working with the office to make final determination if lien of property or filing papers with the court.
- Work Needed before Pool Opens
 - Fences at front entrance & POA office need staining
 - Mulch, edging, pine straw needed at front entrance and area at POA Office area

Communication

- a. Van was told it would cost \$1000 to put the secure member portal for internal documents in place
- b. Prepared and distributed Association Update in December, working on the next one
- c. Beginning work on Annual Meeting
 - Preparing Committee Chair notebooks and will schedule an orientaiton
 - Prepared cover letter and script for annual meeting packet
 - Remind Committee Chairs about Volunteer Recognition Program
- d. 2023-24 Calendar of Events
- e. Reviewing all documents to determine revisioms needed and have available in March.d
Roofing na

Marketing

A. Community Signs: signs have been received for the Security and Maintenance Buildings

B. Pavillion

- Reminder: Inspection to be scheduled next month
- Part-time maintenance didn't power wash, waiting on maintenance to powerwash followed by painting
- Need a drain extension for the water overflow
- Need to blow leaves, down tree sand roofing nails need to be removed, plant azaleas, pot holes need to be filled, etc.
- 4 Picnic tables being built by member
- Trash cans to be ordered
- Good news is we have a member who is planning a family reunion at the pavillion next year

Amenities Update

- a. Pool Table and games have been removed
- b. Work Needed Before Pool Opens
 - Carpet needs to be pulled up and put down non-slip coating
 - Kids Area
 - purchase or ask for donations of stretch bands, balls, mats, free weights for fitness room - understand that Belinda and Sue are getting together to figure out what is really needed

An organized approach is needed to complete tasks before pool opens.



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Managers' Report January 28, 2023

Lounge/Restaurant

- Karaoke and bingo are still going strong.
- We had a surprise inspection from dhec on Monday. We received an A rating.
- Feb. 11th is Valentine's dinner and celebration.
- 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

- Guard building construction has finished.
- Remodeling of the offices have begun.
- New Holland tractor was repaired and delivered.
- Cutbacks now have started.
- New mower deck was ordered for the John Deere. Takes 12 weeks for delivery.
- Still have companies come looking at our courts for repair and ideas.
- Still waiting on quotes on entry system for gym so members can use it after hours.
- 6 knocked down trees were cut and removed.
- Pavilion contractors work is complete. Still need some painting & pressure cleaning.
- Roads are still being worked on.

Office Updates

- Ellen is learning and is doing a great job. She fits in very well.
- Processed 26 new lot owners since last meeting in December.
- The 66 violation notices that have been sent out for properties that are not being in code with the bylaws or restrictions have until Feb. 1st to comply. We are working with members who have contacted us for their violation. All other members will start being charged \$33 a day until rectified starting February 1st.
- The ACC usually goes through the community on Monday. The pickup truck does have Foxwood Hills magnets. We are still looking for a chairperson.
- Reminder: POA office will no longer take payments. Please make payments online or mail your check or money order to Good Management.
- Make sure you include your account number on the payment if you mail it in.

Security

- Black KIA is back in service with a new engine.
- We had 5 incidents reported in December. One was a stolen tool trailer of a member.
- December traffic report- 10 failed stop sign or speeding violations.
- IF YOU SEE IT, REPORT IT!