



800 Hickory Trail, Westminster, SC 29693

Phone 864-647-9510

Fax 864-647-7669

Email: poaoffice@foxwoodhills.net

Website: www.foxwoodhills.net

FOXWOOD HILLS PROPERTY OWNERS' ASSOCIATION
Board of Directors 45th Annual Board Meeting Minutes for
March 18, 2023

1. Call meeting to order at 9:00 a.m. – Sonya Hale, President
Board Members in attendance: Sonya Hale, President, Belinda Belvin, Vice-President, Kelly Clark, Secretary, Patrick Coates, Treasurer, Keith Cagle, Dan Delano and Greg Lohman
 - a. Kelly Clark, Secretary was appointed by Sonya Hale to record meeting.
 - b. Pledge of Allegiance
 - c. Reminder of the meeting conduct by Sonya Hale
 - d. Invocation was given by Greg Lohman
 - e. General Manager, Keith Litcofsky, certified that the formal notice was mailed to the record address of each Member by first class mail on February 24, 2023. Sandy Popivchak certified that she received the notice on or about March 2, 2023. The notice is accepted and will be recorded by the Secretary as proof of notice.
2. 2022 Annual Meeting Minutes Reviewed and Approved – Kelly Clark, Secretary
 - a. Motion made by Sonya Hale and 2nd by Belinda Belvin to waive reading of minutes for the Annual Meeting on March 19, 2022. Motion carried unanimously. Minutes were approved as written and posted to the website.
3. Verification of Quorum by the Nominating Committee – Kellye Rembert
 - a. Ballots received: 224
 - b. Eligible Members Ballots: 207
 - c. Needed for Quorum: 114
4. Introduction of Board Candidates for 2023 – Sonya Hale
 - a. The Board of Directors consists of seven (7) positions. Each Director serves a three-year term. Three (3) new Members will be elected at the end of this meeting, who will serve until the 2026 Annual Meeting. They will replace our 3 outgoing Current Board Members: Belinda Belvin, Kelly Clark and Sonya Hale. The 4 Candidates are Terry Elliott, Sonya Hale, William Thompson and Johnny Urraca.
 - b. Recognition and thank you was given to from Sonya Hale to Kellye Rembert, who has served as Chair of our Nominating Committee and her team.

5. Board of Directors Accomplishments- Sonya Hale

- The Adversary Proceeding was finalized, except for Chris Pierce.
- A petition was filed to Intervene on behalf of the Association on June 6th. The Public Service Commission granted our Petition on June 20th, without objection. We have a settlement in principle with Central States Water Resources of South Carolina (CSWRSC). It states that if CSWRSC indeed consummates its purchase of TESI's assets, it shall be bound to the Association under the identical terms that TESI was bound under the identical terms that TESI was bound under the Association Chapter 11 plan.
- Through all our aggressive efforts, the collection rate is 70%.
- The Board approved PKS & Company at \$3,750 to do the next reserve study.
- 2020/21 Audit was completed and just recently the audit for 2022 has been completed.
- Two policies were approved: the Social Media Policy: which pertains to Board members and POA staff; and the Code of Conduct Policy: which pertains to members.
- Interest was added to Payment Plans: The Board approved adding 1% per month on outstanding balances.
- All approved meeting minutes have been posted on our official website. Additionally, we have reconciled old meeting minutes that were not previously posted on the website and made those available.
- Our books and records have been reorganized while identifying and addressing gaps in our documents.
- We are receiving quotes for the upgrade of our tennis/basketball/pickleball courts.

6. Manager's Report – Keith Litcofsky

- Hired Ellen McCarson for the office
- Hired Vanessa Jones for the Chef position
- Remodeling of office has begun
- Remodeling of downstairs has begun
- New coolers have been bought for the kitchen and bar
- Reviewed operational goals for 2023-24.

7. Treasurer's Report – Patrick Coates

a. Reviewed Financials as of January 2023

- Balance Sheet as of 01/31/2023
 - Total Assets: \$1,251,646
 - Total Liabilities & Equity: \$1,251,646
- YTD Budget Comparison w/Annual Budget
 - Income: Actual (\$39,692) Budget (\$32, 540)
 - Total Expense: (\$71,080) Budget (\$68,094)
- 2021-22 Audit has been completed.

- b. Reviewed 2021-22 Audit. Audit has been posted to website
- c. Reviewed Proposed Budget with Members for 2023/2024

8. Committee Chair Reports

- a) Architectural Control Committee (ACC) - Keith Cagle, Board Liaison
 - a. 82 Permits issued for 2022, 33 of those permits were for new housing or RV Placement. The ACC Committee is close to announcing a new ACC Chairperson hopefully next week.
- b) Beautification, Communication & Marketing, Beth Patterson, Chair
Committee members were recognized: Russ Dukeman, Marsha Duvall, Penny Epperson, Susan Mangubat, Kathy Moore, Denise Savidge, Maria Stamey, Van West, Mike and Deb Wiwczar.

Mike and Deborah Wiwczar, our new Co-Chairs. Their team removed all the leaves around the Pavilion, landscaped around the grills, painted the Pavilion, cleaned and decorated the bathrooms, spread woodchips, and much more.

- c) Communications & Marketing
 - The Committee will be using QR codes in an effort to improve communication with members.
 - Members will be able to scan a QR code to see a calendar of events. These codes will be posted at comfort stations, the security office, the Foxwood Fan Page and around the Clubhouse.
 - A member survey will be conducted to get members' thoughts on the types of events they'll take part in and areas where improvement is needed.
 - Have added 2 more community signs: Maintenance and Security.
 - Distributed 5 Association Updates.
 - Website: Van West is the lead for this – Van is pursuing a secure member portal for internal documents. He is also developing a mock-up model which will be presented at the first meeting of the new Board.
 - Foxwood Fan Page: *Denise Savidge* is the lead for this. This time last year there were 351 members, this year 635.
 - A rental agreement form along with Rules and Regulations for the pavilion has been developed.
 - A tent with the Foxwood Hills log was purchased and will be available for events and promotional activities.

Marketing

- Will continue to collaborate with RedHot Homes
 - Lot sales: 2021 (38); 2022 (86)
 - Average lot sale price: waterfront 2019 (\$26,450) 2022 (\$74,520)
 - Total sales: 2019 (\$88,600); 2020 (\$544,350) 2021 (\$960,500) and 2022 (\$1,197,325)
- Pavilion: Marsha Duvall took the lead on this and was the perfect person for the job! Four bids were obtained and the Board selected Ramey Home Builders. Contract work has been completed.
 - A red ribbon ceremony will be held on April 28 at 3:30.
 - Mayor Ramey and realtors will be in attendance.
 - More information to come.

Beth Patterson indicated that the Beautification Committee did not have a Chair when the budget was prepared. She has submitted a request to the Board for more funds for the Beautification Committee.

d) Neighborhood Watch – Van West, Chair- Report Given by Kelly Clark

- Van was appointed Committee chair for our Neighborhood Watch site.
- Big thanks to Kelly/Debra Jo for a smooth transition and getting us off to a good start!
- Van lives in Atlanta, GA, and has 25 plus years in I.T. He's been a member of Foxwood Hills for about 10 years and has served on the marketing committee for over a year now, as the admin for our website.
- Our first goal is to have a meet up at the pavilion when it warms up, at which time we will go over -
 - Replacing old signage.
 - How to better work with security, and law enforcement to get acclimated to the community as it relates to identifying hot spots in and around Foxwood Hills.
- Other news -
 - 10 volunteers have signed up to represent their section.
 - We have created an IM group for quick alerts for all reps.
 - A OneNote instance has been set up to keep goals on track/communication.

e) Nomination, Kellye Rembert, Chair

Kellye Rembert thanked the Nominating Committee for a job well done. It was clarified why Members who owned multiple lots only received one ballot. Kellye stated she strongly recommends Rod Moore for 2023/2024 Nomination Committee Chairperson

f) Roads Committee – Russ Dukeman

- 2 contractors are going to bid this year
- Scope of work has been completed
- Russ reported that the following are cost figures for 2023:
 - 1 mile = \$425-\$500,000
 - Overlay = \$295,000
 - Ton of asphalt = \$85.00
 - This will fill a 10x10x2”
 - \$40,000-\$60,000 for drainage issues this year.

g) Social Committee – Denise Savidge, Chair

- Committee planned several events during the year (e.g., Luai party, Foxwood Hills Festival of Trees, New Year’s Eve, Valentine’s Dinner and Dance)
- Committee decorates the Lodge for every holiday
- Members who have artificial trees to donate for this year’s Festival of Trees, please do later this year.
- Sponsored a painting class this year – there will be more to come!
- Planning a series of events for this year including a Murder Mystery Dinner.
- Already booking bands
- The Social Committee will continue to fund bi-weekly BINGO games, which is a large part of their budget.

9. Recognition of Volunteers and POA Employees- Sonya Hale

- a. Sonya Hale recognized the POA GM Keith Litcofsky and all POA staff as they stood to be recognized and thanked them for all their hard work and dedication.
- b. Sonya Hale recognized and thanked Kelly Clark and Belinda Belvin (outgoing Board members for their service on the Board.
- c. Sonya Hale thanked all the hardworking members that volunteered throughout the year.
- d. Volunteers were recognized and received a small token of appreciation.

Belinda Belvin
Keith Cagle
Muffy Chase
Kelly Clark
Patrick Coates

Sherry Collins
Bill Cooper
Judy Cooper
Charles Crompton
Bryan DeLaney

Sandy DeLaney
Dan DeLano
Russ Dukeman
Sherry Dukeman
Marsha Duvall
Tom Echols
Penny Epperson
Debby Freeman
Gary Gasper
Alicia Gasper
Sonya Hale
Philip Haney
Jackie Hennesey
Tom Hennesey
Wendi Hill
Sherry Howard
Steve Hunsdorfer
Tina Hunsdorfer
Lucy Lee
Greg Lohman
Alexandra Marin

Dianne McMahon
James Moore
Kathy Moore
Rod Moore
Cindy Moore

Mike Parker
Cindy Parker
Jim Parker
Joe Patterson
Beth Patterson
Bill Poague
Casey Poague
Sandy Popivchak
Eddie Rembert
Kellye Rembert
Charmaine Revitsky
Sue Robert
Denise Savidge
Greg Sheperd
Perry Slaton
Bob Sloane
Maria Stamey
Alan Tellman
Terry Tellman
Mike Thomas
Paula Thomas
Lonnie Varady
Van West
Mike Wiwczar
Deborah Wiwczar

e. Members Annual Recognition and Volunteer Drawing – Beth Patterson- Drawings for the Spirt, Bronze, Silver and Gold Volunteer Awards took place. Volunteers’ hours were about 6,000 total this year.

10. Open Forum for Members –Sonya Hale

- a. A Member had a question regarding Good Management payment website not being secure, Sonya Hale stated she was unaware of the issue and would look into it. As of this writing, concern was addressed, and the Website is secure.
- b. A Member addressed pricing for food and drinks in the Restaurant. Sonya Hale stated with the New Bar and Restaurant Manager, POA would be looking again at pricing and food options. The menu will be changing soon.
- c. A Member stated on Kenwood there is property with abandon boats, trailers and trees down in drainage ditches. GM stated he would send someone out to investigate.

- d. Marsha Duvall announced Mountain Bay Pavilion passed Oconee County Inspection. Ribbon cutting ceremony will be April 28, 2023. More details will follow.

11. Announcement of Election Results, Kellye Rembert

- a. Kellye Rembert announced the results of the 2023/2024 Election.

Budget: 356 Members approved; 25 Members disapproved Budget- **2023/2024 Budget passed**

Board Member elections: Bill Lewis, 2 Votes, Gwen Turner, 3 Votes, Kellye Rembert, 6 Votes, Terry Elliott, 172 votes. **Our 2023/2024 Board of Directors are William "Bill" Thompson, 354 Votes Sonya Hale, 345 Votes and Johnny Urraca, with 254 Votes,**

12. Adjournment – Board of Directors 45th Annual Board Meeting was adjourned at 10:51 a.m.