

CAROLINA TRACE ASSOCIATION

Board of Directors' Meeting

Tuesday, December 7, 2020 7:00 pm

Agenda

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| 1) Call to order | David Smoak |
| 2) Quorum Call | Kelly Dorman |
| 3) Approval of November 2021 minutes. Approved. | |
| 4) Groups | |
| i) CTCC No update. | Gaith Alkadi |
| ii) Utilities No update. | Vince Roy |
| iii) Fire Dept No Report; Newsletter Available | Chief Myers |
| 5) President Remarks | David Smoak |

Some highlights from David's Remarks: 1) With the transition of the Secretary, the October 2021 minutes are still being drafted before being presented for Director review and approval. 2) POAs should continue to submit officer & email updates to the CTA Secretary. 3) David thanked Jennifer Garcia, Diana Stepanik and the other volunteers that performed our annual Holiday decorating of the bridges and Gatehouse. As a reminder, they will need volunteers to take down those decorations soon after the New Year. 4) With so many new residents and owners here, there is an ongoing education about the security expectations of our gated community. As a short summary, Trace is a large safe community of about 4,000 people and two business operations and is far from a perfect security encampment. The Gatehouse security staff serves as a *screening force* for the vast majority of guests, customers, travelers and contractors seeking entrance here, but *nobody should be so gullible to believe that your own personal and property security will be guaranteed by our existing security protocols*. He encourages every resident to invest in automatic lights, cameras, alarms and even a good dog to protect your personal property. As a minimum, keeping vehicles and doors locked would prevent most of the real crimes we do experience.

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| 6) Financial Report | Candace Cochran |
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Requested that POAs be sure to update their Board information with CTA. CTA Invoices were sent out. Goal for 2023 is a \$10/year increase per lot for improved and unimproved. Further information will be coming.

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| 7) Secretary Remarks No remarks. | Kelly Dorman |
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8) Committee Reports

a) Security & Safety

Kate Woods

Committee discussed increasing officer retention. SPA is set at a low pay rate but can't consider adjusting that until October of 2022, so discussed offering a \$200 retention/holiday bonus to help compensate (not to exceed \$2000 from the Security budget). Dr. Wick proposed a bonus of \$500, CTA President suggested that more could be offered later as a mid-year bonus. Considered raising the salaries but that is a discussion that will come in contract renegotiations with SPA in October of 2022. Dr. Wick motioned to pay a \$250 Holiday bonus with the intention of offering a \$250 bonus in 2022; Woodfield seconded the Motion and it was approved by Unanimous consent.

Gatehouse phones were discussed. Have been sampling a new phone service, tests are running well with no dropped calls, fuzziness, etc. Looking to go ahead and accept TJs phone service at a lower rate than Verizon.

Tailgating is a continued issue. Procedures have been reviewed and amended. Kate will talk to Capt Lamm to have a discussion with employees about concerns. Kate will create a form to report tailgating issues and these will be put on the website and Nextdoor and the media center to announce this information. The completed form should go to her VP email. Communication response time will be improved so that residents will know that the form has been received. Videos of proper gate procedure will be distributed as well. With so many residents tailgating it actually presents a security issue since it is difficult to identify non-residents who are tailgating through.

Snowplowing: SPA is restructuring to add 3 new employees. Kate has a direct contact now and will disseminate more information once she receives it. CTA still has a pallet of sand on hand for use this winter.

Burt Witaschek is a new member of the security committee.

b) Traceway Roads & Maintenance

Mike Dussault

Woodfield presented Ashley Rutherford to discuss a safety and security issue but this falls under TRAM. She and other residents are concerned with speeding along the road by the South gate (top of hill before you go down toward the gate at the blind spot) and is seeking a solution. A suggestion was made to put in speed bumps but these are unpopular and slow down emergency vehicles. Mike recommends putting up "no speeding signs/children at play" signs. Capt Lamm and Kate can talk to supervisors of delivery drivers to try to discourage them from speeding. Kate suggested putting up a trail cam for video footage showing license plates so drivers can be contacted. Ernie has requested that Ashley call him so they can discuss the issue further. Mike suggested noting the date/time and description of the car and email the information to Kate. Then the video can be reviewed to identify the vehicle. Ernie Patterson suggested planning to put in walkways/paths.

Completed

- 1) Media Center completed, white post wraps on order.
- 2) Post stabilized at South exit.
- 3) Several signs added and replaced along Traceway.
- 4) Leaves blown off Traceway for Thanksgiving.

Upcoming

- 1) North Gate parking expansion. Start date 12/3.
- 2) Storage container. Delivery date 12/6 (was delivered on time).
- 3) Asphalt repair at North exit. (Hopefully in December)
- 4) Leaf blowing of Traceway scheduled prior to Christmas.
- 5) North and South Bridge inspection is being scheduled for January or February. Last official inspection was done in 2013.

Note: Thanks to all the volunteers that helped to complete the many projects in 2021. Without your help, several of the improvements to Carolina Trace would have never happened.

***CERT (Penny Turner) Team and all the people in each POA that did traffic control for the sealcoating of Traceway.**

***Landscaping Committee (Peggy Hudson, Georgiana Kiggins) Transformation of the front flag area and old school bus turnaround.**

***Ron and Debbie Moeller countless hours of projects within Trace.**

To all the others, not mentioned, that have helped to improve the safety and beauty of Carolina Trace, thank you for your time, input and caring about our community.

Storage container usage: Per Ernie - estimate is ½ CTA and ½ will be available for POAs; Key will be kept at the Gatehouse; Looking at after Christmas for availability; Estimate is 20 storage boxes per POA, boxes need to be marked w/POA; Once the details are finalized, they will be distributed.

Media Center discussed: Issues mentioned were that people said it was too small, difficult to see, and asking if it was to be painted. CTA controls the timing of messages; During emergency it would go to 2 messages that are up for longer times; There is discussion of putting up an awning to help improve visibility of messages. Ernie asked if we want to proceed with media centers at the North and South Gates; Kate suggested putting the current media center at one of the gates and putting a larger screen at the front. Agreement to move forward with the other two media centers.

c) Traceway Lake and Dam Committee

David Smoak

There is a meeting scheduled with the management of CTC (Carolina Trace Corporation) regarding the dam maintenance project.

9) Old Business

Officer Elections, Slate was proposed at the last meeting; David called for floor nominations; Floor closed for further nominations; Motion made to approve 2022 slate of officers; Motion seconded; Approved by unanimous consent.

10) New Business

Motion made to streamline Zoom meeting process; Motion seconded; Question as to why it is 51% of the lots rather than a plurality of the Board, David referred to the By-Laws; Motion to streamline Zoom Meetings Approved by Unanimous Consent.

11) Next meeting: **Tuesday, January 4, 2022 at 7 pm**

12) Adjournment