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| **Meeting Notice** |
| **When:** | April 7, 2019 | **Where:** | 1409 Highcrest Way | **Time:** | 3:00 p.m.  |
| **Attendees** |
| **HOA BOARD** |  |  |  |
|  President: | Tina Byrd | Treasurer: | Dan Vanderhiden |
|  Secretary: | Nancy Pettit | Member at Large: | Kell Benson |
| **ACC** | Jim Douglass | Bruce Byrd | William Dunlap (Mr. T) |
| **Members:**There were 17 Lots represented at the meeting: Lots 1, 2, 5, 6, 8, 9, 11, 17, 18, 21, 25, 26, 27, 28, 34, 36, 41 |
| **Meeting Minutes** |

1. Welcome – Tina Byrd
	1. Meeting started at 3:10 p.m.
	2. Tina welcomed and thanked all in attendance.
2. Board of Directors and ACC Member Introductions
	1. The Board and ACC members all introduced themselves and explained their role.
	2. Everyone in attendance introduced themselves also, so we all got to know faces and to welcome our new residents.
3. 2018 Accomplishments, Plans for 2019 – Nancy Pettit
	1. 2018 Accomplishments discussed:
		1. Hired new landscape contractor, Roca Scapes, to replace Brodie’s Pro Scape who got out of the lawn maintenance business.
		2. Replaced all light bulbs at the front entrance with LEDs.
		3. Purchased a metal sign to be used for community announcements.
		4. Established a board email address – board@stonetracehoa.org.
		5. Finalized and had legally recorded a governing document containing the Bylaws and the ACC’s approval request procedure.
	2. Plans for 2019 discussed:
		1. Replace dead and declining plant material at front entrance as needed.
		2. Refresh website.
		3. Finalize the updates to the Declaration of Covenants, Conditions and Restrictions, and distribute it for Member review and approval.
4. Financial Report – Dan Vanderhiden
	1. Discussed current bank account balance and the need for a reserve fund. We currently have approximately $15,000 set aside as a reserve but need $30,000 to $50,000.
	2. Discussed major expense items:
		1. Electricity
			1. Expense is for street lights and lights at front entrance.
			2. If a street light is out or on during the day, residents need to call York Electric Cooperative or report the issue on their website, <https://www.yorkelectric.net/myhome/outdoor-lighting/report-a-security-light-outage/>.
		2. Roads within Stonetrace
			1. The county is responsible for the entrance where Stonetrace meets Falls Rd. They are fixing the corner where vehicles have created a rut by turning in too soon.
			2. The responsibility for the maintenance of our roads needs to be confirmed. Is the HOA responsible or the county? This includes repairs as well as complete re-paving.

***Action item:*** *Dan to confirm which entity is responsible for which type of repairs to our roads.****Outcome:*** *It was confirmed that the county is responsible for the roads within the community. Homeowners are responsible for their driveways.*

* + 1. Trees
			1. HOA has the ancient tree located in the common area along Stonetrace Drive fertilized every other year.
			2. Members living on lots bordering the HOA/buffer zone around the perimeter of the subdivision need to be aware of the county’s rules for trees in that zone. If a tree is taken down, it needs to be replaced with a tree or multiple trees equaling the diameter of the tree removed. Contact the county before taking any trees down. The HOA will get fined, if the proper process is not followed.
	1. Discussed drainage issues:
		1. The county is responsible for the culverts in our front yards, but not any issues in side or back yards. They are the responsibility of the homeowner, and/or builder depending on any builder warranties in effect. Homeowners can consult with the county or a civil engineer to come up with the best solutions.
		2. Contact for County Public Works: 220 Public Works Rd, York, SC 29745; 803-628-3200; public.works@yorkcountygov.com.
1. ACC Report – Jim Douglass, Bruce Byrd, William Dunlap
	1. The committee members urged everyone to contact them before making any changes to their properties. The Request Procedure is located on our website.
2. Governing Documents Update – Dan Vanderheiden
	1. The Board has been working with our attorney on updates to our Declaration of Covenants, Conditions and Restrictions. Dan gave an overview of the significant changes being made.
	2. We expect to have the final version completed within the next couple of weeks and distributed to all Members. There will be a 30 to 45-day review period and then the Board will ask the Members to vote to accept or reject the document.
3. Announcements – Tina Byrd, Kell Benson
	1. Volunteers for the Board of Directors are needed. The term is for two years. The term for the current board is up next April.
	2. Polly Douglass is our resident admin for the Nextdoor website, a neighborhood social media site used for communicating within Stonetrace as well as with neighboring communities. She gave an overview of the website and urged everyone to join it.
4. Q&A, Open Discussion
	1. Discussed the need for knowing exactly what the HOA is responsible for versus the county and the state in regard to roads, trees, buffer areas, etc.
5. Adjourn
	1. Meeting was adjourned at 4:22 p.m.