

CAROLINA TRACE ASSOCIATION

www.carolinatrace.org

Minutes of CTA Board of Directors Meeting – February 6, 2024 (Zoom)

approved as submitted at the March 5, 2024 Board meeting

DIRECTORS or ALTERNATES (# of voting lots*)

Eagles Nest (67)	Jennifer Williams	Highland Woods (45)	Tom King	South Landing (138)	Joe Zanga
Golf East (82)	David Hardman	Lakewood (54)	Charles Wick	Southwind (152)	Billy Wicker
Golf North (139)	Holly Routh (alt)	Laurel Thicket (242)	Dottie Gilbert	Stonegate (45)	absent
Golf West (44)	Doug McNeil (alt)	Mallard Cove (197)	Greg Burke	Village at Trace (36)	Tom Boerger
Harbor Creek (154)	Cheryl Crist	North Shore (311)	Bill Glance	Woodfield (66)	Elaine Bednarcik
Hidden Lake (235)	Ken Harden	Sedgemoor (170)	Tom Hanley	Woodmere/Trentwood (227)	George Orlovsky

**voting lots updated on Feb 6, 2024 as per 2023 census information provided by POA Treasurers*

OFFICERS

President and Chair of the Executive Committee	Kate Woods (absent)
Vice President and Chair of the Security and Safety Committee	Joe Zanga
Treasurer and Chair of the Finance Committee Assistant Treasurers	Randi Constant Larry Stiegler (absent), Dave Thomas (absent)
Secretary	Sharon Sheldon

COMMITTEE CHAIRS, GUESTS

Chief Meyers (CTVFD)	Paul Zizzo (guest, HLPOA alt)	Jeff Wennberg (guest, LWPOA)
Shawn Draper (TRAM committee)	Chuck Popke (guest, HWPOA alt)	

Total Attendance: 25, 17 of 18 POAs (Quorum = 2/3 directors (i.e., 12 POAs), and any affirmative vote on routine matters must represent a majority of directors present as well as 51% of *all* POA lots in good standing as per the 2023 census)

CALL TO ORDER - Having noted the presence of a quorum by the Secretary, the Vice President called the meeting to order at 7:02 p.m.

APPROVAL OF MINUTES – The minutes of the January 2, 2024 meeting were presented and having no corrections or edits, motion was made by WFPOA, seconded by LWPOA to accept the minutes as presented. Motion approved by unanimous consent.

GROUPS (*Directors can send questions to the CTA Secretary for absent committee members*)

CTCC – Kate Woods, Director, F&B – absent, no report

UTILITY REPORT – Vince Roy, absent, no report

CT FIRE DEPARTMENT - Chief Chris Meyers

- The Fire Department responded to 243 calls in 2023 and has fielded about a dozen so far this year.
- Sprinkler system installation is ongoing, a process that will allow the fire house to be staffed 24/7 later in 2024.
- Leadership is working on the 2024-25 budget to submit to Lee County.
- SMPOA recognized and thanked the Chief and his crew for their response and work in helping to clear downed trees and limbs from CT roadways during last month's storms.

PRESIDENT'S REMARKS - Kate Woods, absent, written report submitted

- On-demand webinars through CAI-NC are \$25 each; Directors are asked to review topics with their respective POAs and report back at the March meeting.
- Consideration of professional management is very preliminary at this point.

FINANCIAL REPORT – Randi Constant, written reports and statements submitted

- Thanks to the POAs who submitted Q1 assessments on schedule; three POAs are outstanding as of the meeting date (GE, HC, LW). GE will follow up and LW signed the check earlier that day.
- Randi, former CTA treasurer Dave Turner and VTPOA director Tom Boerger are working on updating the balance sheet, which will be necessary to submit for a verified audit later in the year.
- A second Fidelity working capital account was opened to keep ahead of FDIC insured limit and to keep from co-mingling reserves with the capital funds. A \$50k loan from reserves that occurred in late 2023 to help with cash flow was put back into the reserve fund this month.
- Budget now shows a column for responsible stakeholders for each line item.
- Bank statements were uploaded to the meeting drive for review; however, we will not be appending them to the minutes. This is simply for transparency.
- CTA's bookkeeper is now fully on boarded so invoices and committee chair approvals for expenditures should be sent directly to her at CTAbookkeeper1975@gmail.com
- Insurance coverages are up for renewal in March; Randi has created a Zoom meeting with CTA's insurance broker (Scott Wheeler of SFI) for February 8, 2024. Interested directors and POA Board members are asked to send an email of interest and Randi can forward the Zoom link once received.

- HLPOA director Ken Harden, a retired insurance executive who has past experience in working with CTA's various insurance coverages, addressed a wide range of liability topics for the Board (volunteer labor, leadership decisions, etc.). Ken will assist the treasurer on the SFI call.

SECRETARY - Sharon Sheldon, written report submitted

COMMITTEE REPORTS

- **SECURITY & SAFETY (S&S)** – Joe Zanga, Chair, written report submitted
 - The secretary is instructed to distribute the January survey results and map.
- **TRACEWAY ROADS AND MAINTENANCE (TRAM)** – Shawn Draper, Chair, written report submitted
 - In addition to insurance questions, TRAM is requesting the Board's assistance in compiling a standard operating procedure regarding bids, etc. Bylaws reference "rules" but committee guidelines are not consistent from year to year. Discussion that guidelines are good as long as they don't hamper the work. The Board agreed that uniformity for bids, who is authorized to sign contracts, etc., are good protocols to have in place. The Executive Committee started to pull together resources last fall, so this work will continue to help provide better support for volunteers. Directors who have protocols in place in their respective POAs are invited to share those and other ideas with the CTA secretary (ctasectr@gmail.com).
 - TRAM is coordinating with the contractors to return to complete the bridge work begun in Spring 2023, to coincide when the lake is lowered.
- **TRACE LAKE AND DAM COMMITTEE (TLDC)** – Greg Burke, CTA Board liaison, written report submitted
 - New committee chair is Bill Huggins, HLPOA resident, who will present future reports to the Board.
 - Bill is now the interface with Escalante Golf on Lake Trace and dam issues. Bill will have a phone call with Escalante on Friday. One topic will be the letter the CTA Board sent to Escalante in the Fall of 2023, that did not receive a response from Escalante.
 - Lake lowering for 2024 – CTCC (owned by Escalante Golf) has indicated a rough timeline for lake lowering for this season. It can be as soon as mid-February and might be lowered through the end of March. It is not known how far the lake will be lowered at this point.
 - When exact dates are known, CTA will send notice to POAs and it will also appear on the three community message centers.
 - The committee requested the Board to recognize the TLDC chair as CTA's liaison with the Department of Environmental Quality (DEQ) on matters involving community concerns for Lake Trace and Dam. A motion was made by MCPOA, seconded by HLPOA and passed by unanimous consent to recognize the TLDC chair as liaison to DEQ as lieu of the past practice of it being the CTA president (a tradition that originated prior to the formalization of TLDC).

OLD BUSINESS

- **Traceway Trees**

- GWPOA presented the Bradford Pear Ad Hoc committee’s need for additional funding for the labor for the tree replacement project. Discussion as to exactly what was needed as line item 31 of the approved 2024 Budget showed \$16,190 for this project. That was approved as part of the budget by a two-tier vote at the October 2023 meeting. Motion by LWPOA, seconded by GWPOA, to increase the budget in line item 31 by \$3,000 to include the additional \$3,000 needed to cover the November contract, with consensus being it can come from TRAM’s landscaping line item. Question called by LWPOA, the Board unanimously approved the additional funds to come from the landscaping part of TRAM’s approved budget for 2024.
- **Update to *ad hocs***; Board members are asked to poll community because volunteer members are needed:
 - **CTA By-laws Review**, Joe Zanga, Chair, report submitted
 - This committee is looking for an attorney in the CT community who can donate a few hours to reviewing bylaw language.
 - **Community Communications Improvement**
 - Jeff Wennberg, Chair
 - **Long Range Planning Committee**
 - Ernie Violon, Chair, report submitted
- **Bobby R. Branch, Sr. Recognition** – no updates

NEW BUSINESS

- **CTA Polling Process**, MCPOA
 - At the January meeting, the Board agreed to a one-question poll to CT residents from the S&S chair, which was distributed in the form of a Google survey link to Directors. MCPOA would like to see a better process should the need for future surveys arise. An amended motion by MCPOA and seconded by GNPOA, passed by unanimous consent, provides for the following procedure:
 1. CTA Board members will have a minimum of 15 days to review and comment on the questions or any other information contained within a proposed survey.
 2. A survey can only be issued by the CTA Secretary after a majority vote of CTA Board members authorizes its issuance.
 3. The results of the survey will be considered as CTA property and will be available at the next Board meeting following close of the survey.

CALENDAR

- **Next CTA Meeting** – March 5, 2024, 7 p.m., via Zoom
- **CERT Events Open to CT residents:**
 - **February 20 at 6 PM at the Carolina Trace Fire Department: Stop the Bleed** – this is a program developed by the American College of Surgeons to teach people how to stop bleeding in a severely injured person.
 - **March 19 at 6 PM at the Carolina Trace Fire Department: You Are the Help Until Help Arrives** – this program was developed by FEMA and partners to train people in the skills needed to provide lifesaving care before the arrival of professional first responders.
 - **April 16 at 6 PM at the Carolina Trace Fire Department: Baptists on Mission Disaster Response** – learn about the vast disaster relief capabilities of the Baptists on Mission after a disaster and during recovery.

- **April 19, 20, 26 & 27 at the Emergency Services Training Center: CERT Basic Course** – a 21-hour course over 2 weekends (Friday night & Saturday) to teach people the basics of disaster preparedness and response. CERT is about neighbors helping neighbors and doing the most good for the most people in disaster situations.
- CERT will also sponsor a Ham Cram to help people get a Technician (entry level) ham radio license, most likely in March; details to follow.

ADJOURNMENT – Having no further business to discuss, there was a motion to adjourn by LWPOA, seconded by MCPOA, unanimously approved. The meeting was adjourned by the vice president at 8:37 p.m.

Respectfully submitted,

Sharon Sheldon, Secretary
Carolina Trace Association

REPORTS AND OTHER ATTACHMENTS

- President's Remarks
- Financial Reports
- Communications Report
- Security & Safety Report
- TRAM Report
- TLDC Report
- Ad hoc reports (Bylaws, Long Range Planning)

President's Remarks February 2024

1. The CTA has officially been re-enrolled as members of the North Carolina Chapter of Community Associations Institute (CAI-NC). This membership provides for *limited number of different CTA Board member profiles* to use to login to webinars or register for CAI events. Please be sure to coordinate any interest in a profile with Sharon, as there is an additional cost associated with each program and webinar.

An upcoming LIVE virtual event that might be of interest to CTA and/or POA Boards:

- [Community Association Law Day, March 15, 2024](#)

CTA Board members are welcome to share CAI-NC's On-Demand Learning Library options with their POA Board members and report back which recorded webinars would be beneficial.

The link for the library of webinars available for purchase (available to view without a profile or login) is: <https://www.cai-nc.org/general/custom.asp?page=learninglibrary>

Please note the 2024 update to the [Board Basics webinar](#) is pending an upload to the On-Demand Library, and CTA would like to encourage this be one to share with CTA and POA Board members.

Once we have a consensus of other interests, the CTA Board can vote to purchase specific webinars and schedule a time at the Country Club, where interested parties can gather to watch a specific webinar and then hold discussion in a roundtable format. Please report the topics that are of interest to Sharon at ctasectr@gmail.com as soon as possible so we can maximize our investment in this membership.

2. The CTA Job Bank is appended to this report for Board review. It is important to keep track of all of the roles that volunteers provide as part of

CTA. Board input as to clarification or addition of other roles is appreciated. We will post this on the CTA website once we feel we've covered all roles as an effort to educate and recruit residents. Edits to this document should be sent to Sharon at ctasectr@gmail.com.

3. There has been a lot of discussion about professional management over the past 10 years, but even more seriously in the past six months. Consensus has been that there will come a time when the CTA can no longer function purely on volunteers for project management and labor, but we as a community wish to proceed with caution, thorough research, and a clear plan.

Considering those facts, the Executive Committee is beginning research into what is available to the Board in terms of management options and costs. Findings will be compiled into a report for the Directors to use to narrow down options, decide which firms to invite to speak with the Board of Directors, and to ultimately use to make decisions. Please note this will not eliminate the need for the volunteer CTA Board, who will continue to have ultimate responsibilities as outlined by the CTA bylaws.

-Kate Woods, President

CTA Job Bank – Volunteers Supporting Volunteers

Draft document 1/30/2024

Note: *The impetus behind this list is to document much of what is already being done by volunteers within Carolina Trace, and what would ideally be needed to make it a better run volunteer organization.*

Administrative:

- Damage/Claims Representative:
 - o Helps CTA retrieve funds to repair or replace damaged property. Scope is from receiving proof of property damage, working with appropriate authorities (anywhere from resident to LCSO to insurance companies); receive repair estimate from volunteer, follow through on receiving compensation back to CTA.
- 2024 Guest Pass System Support:
 - o Help Security & Safety committee with implementation of new guest pass system
 - o Suggest one person from EACH POA be assigned this duty by their respective boards

Community Beautification and Landscape Oversight:

- Work with CTA's landscaping contractor to make sure work contracted is completed as requested.
- Holiday decoration group – organize volunteers to decorate entrances for holidays (Thanksgiving through New Year's)

Community Volunteer Coordinator:

- Oversee local high school students who may volunteer as part of community service requirement for high school; consult with various CTA committees to come up with project lists. Communicate with local schools with regard to CTA opportunities.

Community Unity Coordinator:

- Recruit volunteers for community observances: Memorial Day, Independence Day, etc.

Consultancies:

- Use expertise to be of counsel and help provide due diligence points to committees who oversee bids such as:
 - o roadwork, bridge work, culvert work, drainage, traffic calming
 - o gate repairs and security/community access designs
 - o mechanical contractors
 - o insurance and legal
 - o Bylaws revision

Eyes and Ears in the Community:

- A new concept; looking for volunteers who lives in close proximity to hot spots in CT who can be counted on to advise on the following:
 - o State of Traceway (north or south, as applies)

- during heavy rain storms, high winds, or other weather-related crisis
- observe any issues with road damage (cracks, holes, etc.) and report to TRAM as needed
- Gates (Main Entrance – visitor and resident, North Gate, South Gate)
 - Confirm gates are working as intended; report any issues to S/S committee liaison (if someone volunteers to do this, otherwise to S&S Chair)
 - Be trained to manually lock or open gates should the need arise

Hands-on Work/General Upkeep:

- Painting (exterior: bridges, guardrails, gatehouse trim, sign posts, message centers upkeep, fence around garbage cans at gatehouse (plastic - needs only washing), etc., interior painting at gatehouse)
- Power washing: gatehouse exterior needs to be washed at least quarterly
- Sun shields at front of gatehouse – old window film needs to be removed and new installed to keep sun from beating in on gatehouse staff
- Replacement of sun shade over back door; allows employees to step outside and smoke under cover (old one needs to be replaced)
- Cleaning/supplies contractor for Gatehouse – oversee cleaning of gatehouse by contractor; consult with supplies used by gatehouse but purchased by CTA

Project Manager:

- Guest pass system, troubleshooting and implementation

2024 Budget Mapping - to new format

2024 Carolina Trace Association, Inc. - Budget: Final (10-3-23)

Budget Vs Actual	2023 Budget (new)	2024 Budget (new)	LINE #		2023 Budget	YTD 2023	2024 Budget	Notes	
INCOME				INCOME					
POA Assessments	\$693,500	\$791,558	1	POA Assessments (Non Capital)	\$517,000	\$565,042	\$503,712		
Contractor Passes	\$12,420	\$15,525	2	Contractor Passes	\$12,420	\$7,912	\$15,525	Raise price to \$25 (from \$20)	
E-Sticker Purchase	\$18,000	\$22,500	3	E-Sticker Purchase	\$18,000	\$10,861	\$22,500	Raise price to \$25 (from \$20)	
POA Property/Pool Insurance Payments	\$10,000	\$10,000	4	POA Property/Pool Insurance Payments	\$10,000	\$10,481	\$10,000		
Interest Inc	\$1,000	\$1,000	5	Interest Inc	\$1,000	\$133	\$1,000		
Other Income	\$0	\$0	6	Other Income	\$0	\$1,500	\$0		
			7	Total Operating Income	\$558,420	\$595,929	\$552,737		
Part of POA assessments			8	Major Road & Bridge Maintenance (Reserve)	\$100,000	\$100,000	\$0		
			9	Reserve Allocation	\$0	\$39,954	\$0		
			10	Capital Budget Improvements	\$76,500	\$73,346	\$287,846		
			11	Total CTA Infrastructure Improvements	\$176,500	\$213,300	\$287,846		
TOTAL INCOME	\$734,920	\$840,583	12	TOTAL INCOME	\$734,920	\$809,229	\$840,583		
OPERATING EXPENSES				OPERATING EXPENSES					
General Admin. Expenses				General Admin. Expenses					
Accounting Fees	\$6,500	\$6,500	13	Accounting Fees	\$6,500	\$0	\$6,500		
Insurance	\$36,572	\$36,572	14	Insurance	\$36,572	\$34,967	\$36,572		
Board Training	\$500	\$500	15	Board Training	\$500	\$0	\$500		
Boat Ramp (annual)	\$5,000	\$5,000	16	Boat Ramp (annual)	\$5,000	\$0	\$5,000		
Computer	\$500	\$500	17	Computer	\$500	\$0	\$500		
E-Sticker Deposit Return	\$500	\$0	18	E-Sticker Deposit Return	\$500	\$100	\$0		
Financial Charges	\$100	\$100	19	Financial Charges	\$100	\$25	\$100		
Miscellaneous Expenses	\$400	\$400	20	Miscellaneous Expenses	\$400	\$0	400		
Printing/Postage/Shippng	\$100	\$100	21	Printing/Postage/Shippng	\$100	\$0	\$100		
Professional/Legal Fees	\$1,000	\$1,000	22	Professional/Legal Fees	\$1,000	\$122	\$1,000		
Waste/Trash Disposal Fee	\$360	\$360	23	Waste/Trash Disposal Fee	\$360	\$315	\$360		
Web Presence	\$120	\$370	24	Web Presence	\$120	\$238	\$370		
Subtotal	\$51,652	\$51,402	25	Total Admin Expenses	\$51,652	\$35,767	\$51,402		
Roads & Maintenance				Roads & Maintenance					
Drainage Maintenance & Repair	\$15,000	\$15,000	26	Drainage Maintenance & Repair	\$15,000	\$13,700	\$15,000		
Landscaping/Beautification	\$15,630	\$15,630	27	Landscaping/Beautification	\$15,630	\$8,574	\$15,630		
Mowing and Weed Control	\$44,000	\$44,000	28	Mowing and Weed Control	\$44,000	\$18,335	\$44,000		
Routine Road Maintenance & Repair	\$22,000	\$30,000	29	Routine Road Maintenance & Repair	\$22,000	\$26,906	\$30,000	Truck Parking Pads: Refurbish	
Storm Clean-up	\$8,280	\$8,280	30	Storm Clean-up	\$8,280	\$0	\$8,280		
Tree trimming/removal/pruning	\$8,690	\$16,190	31	Tree trimming/removal/pruning	\$8,690	\$1,300	\$16,190	Bradford Pear Tree Removal/Restoration	
Roadside Trash	\$1,500	\$1,200	32	Roadside Trash	\$1,500	\$0	\$1,200		
Subtotal	\$115,100	\$130,300	33	Total Roads & Grounds	\$115,100	\$68,815	\$130,300		
Safety & Security				Safety & Security					
Security Contract	\$340,300	\$305,000	34	Security Contract	\$340,300	\$148,403	\$305,000		
CERT Supplies	\$2,500	\$2,500	35	CERT Supplies	\$2,500	\$78	\$2,500		
E-Stickers Purchase	\$8,000	\$9,000	36	E-Stickers Purchase	\$8,000	\$3,051	\$9,000		
Gate Maintenance	\$10,000	\$5,000	37	Gate Maintenance	\$10,000	\$1,690	\$5,000		
Automated Gate Passes	N/A	N/A	38	Automated Gate Passes			\$0	\$800/month will begin 13th month, or January - '25	
Gatehouse Supplies	\$3,000	\$3,000	39	Gatehouse Supplies	\$3,000	\$2,065	\$3,000		
Security Cameras/Recorder	\$9,000	\$2,500	40	Security Cameras/Recorder	\$9,000	\$11,343	\$2,500		
Contracted IT Support	\$3,200	\$3,200	41	Contracted IT Support	\$3,200	\$0	\$3,200		
Utilities				Utilities					
Utilities/Non Internet	\$13,550	\$13,550	42	Utilities/Non Internet	\$13,550	\$9,948	\$13,550		
Utilities/Internet and Video	\$10,000	\$10,000	43	Utilities/Internet and Video	\$10,000	\$2,559	\$10,000		
			44	Total Utilities	\$23,550	\$12,507	\$23,550		
Subtotal	\$399,550	\$353,750	45	Total Safety & Security	\$399,550	\$191,644	\$353,750		
Long Range Planning (Capital)				Long Range Planning (Capital)					
Bridge(s) Inspection Repairs	\$15,000	\$20,000	46 - 1	Bridge(s) Inspection Repairs	\$15,000	\$15,000	\$20,000	Complete North Bridge Footer Pours	

Balance Sheet (CASH basis) - YTD

Reserve: \$ 562,974.62

This Year (YTD)

Carolina Trace Association
Balance Sheet
As of January 25, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
First Horizon - Main Checking ***9106	176,007.28
First Horizon - POS Square Inc ***1504	349.20
Reserves	
Fidelity Investments - Reserve ***5388	500,683.87
First Horizon - Emergency Reserve ***6807	62,290.75
Total Reserves	\$ 562,974.62
Total Bank Accounts	\$ 739,331.10
Accounts Receivable	
11000 Accounts Receivable	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
12000 Undeposited Funds	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 739,331.10
TOTAL ASSETS	\$ 739,331.10
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Ernie Violon(5180)	0.00
Kate Woods(2889)	428.97
Penny Turner(6741)	0.00
Total Credit Cards	\$ 428.97
Total Current Liabilities	\$ 428.97
Total Liabilities	\$ 428.97
Equity	
30000 Opening Balance Equity	0.00
Unrestricted Net Assets	738,833.68
Net Income	68.45
Total Equity	\$ 738,902.13
TOTAL LIABILITIES AND EQUITY	\$ 739,331.10

Thursday, Jan 25, 2024 04:54:40 AM GMT-8 - Cash Basis

Reserve: \$ 511,863.51

31-Dec- Last Year

Carolina Trace Association
Balance Sheet
As of December 31, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
First Horizon - Main Checking ***9106	216,700.87
First Horizon - POS Square Inc ***1504	11,561.90
Reserves	
Fidelity Investments - Reserve ***5388	450,753.87
First Horizon - Emergency Reserve ***6807	61,109.64
Total Reserves	\$ 511,863.51
Total Bank Accounts	\$ 740,126.28
Accounts Receivable	
11000 Accounts Receivable	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
12000 Undeposited Funds	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 740,126.28
TOTAL ASSETS	\$ 740,126.28
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Ernie Violon(5180)	0.00
Kate Woods(2889)	1,292.60
Penny Turner(6741)	0.00
Total Credit Cards	\$ 1,292.60
Total Current Liabilities	\$ 1,292.60
Total Liabilities	\$ 1,292.60
Equity	
30000 Opening Balance Equity	0.00
Unrestricted Net Assets	632,144.33
Net Income	106,689.35
Total Equity	\$ 738,833.68
TOTAL LIABILITIES AND EQUITY	\$ 740,126.28

Wednesday, Jan 17, 2024 08:03:31 AM GMT-8 - Cash Basis

2024 Budget Vs. Actual with Revisions

		Original Budget	Revised Budget	Actual	Variance	Comments
Owner	INCOME					
Finance Manager -Dave Thomas	POA Assessments	\$791,558.00	\$810,647.00	\$0.00	(\$810,647.00)	Dues requested more than original estimate, expect ~\$200k/qtr
Vice President- Joe Zanga	Contractor Passes	\$15,525.00	\$15,525.00	\$0.00	(\$15,525.00)	
Vice President- Joe Zanga	E-Sticker Purchase	\$22,500.00	\$22,500.00	\$349.20	(\$22,150.80)	
Volunteer	POA Property/Pool Insurance Payments	\$10,000.00	\$10,000.00	\$0.00	(\$10,000.00)	
Treasurer	Interest Inc	\$1,000.00	\$1,000.00	\$1,181.11	\$181.11	
Treasurer	Other Income	\$0.00	\$0.00	\$0.00	\$0.00	
	TOTAL INCOME	\$840,583.00	\$859,672.00	\$1,530.31	(\$858,141.69)	
	EXPENDITURES					
	General Admin. Expenses					
Treasurer	Accounting Fees	\$6,500.00	\$6,500.00	\$0.00	\$6,500.00	
Volunteer	Insurance	\$36,572.00	\$36,572.00	\$0.00	\$36,572.00	
President	Board Training	\$500.00	\$500.00	\$0.00	\$500.00	
President	Boat Ramp (annual)	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	
Secretary	Computer	\$500.00	\$500.00	\$0.00	\$500.00	Quickbooks, Norton AV, MS Office
	E-Sticker Deposit Return	\$0.00	\$0.00	\$0.00	\$0.00	
Treasurer	Financial Charges	\$100.00	\$100.00	\$0.00	\$100.00	
Secretary	Miscellaneous Expenses	\$400.00	\$400.00	\$0.00	\$400.00	
Secretary	Printing/Postage/Shipping	\$100.00	\$100.00	\$0.00	\$100.00	
President	Professional/Legal Fees	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	
TRAM-Shawn	Waste/Trash Disposal Fee	\$360.00	\$360.00	\$0.00	\$360.00	
Secretary	Web Presence	\$370.00	\$370.00	\$0.00	\$370.00	
	Subtotal	\$51,402.00	\$51,402.00	\$0.00	\$51,402.00	
	Roads & Maintenance					
TRAM-Shawn	Drainage Maintenance & Repair	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	
TRAM-Shawn	Landscaping/Beautification	\$15,630.00	\$15,630.00	\$0.00	\$15,630.00	
TRAM-Shawn	Mowing and Weed Control	\$44,000.00	\$44,000.00	\$0.00	\$44,000.00	
TRAM-Shawn	Routine Road Maintenance & Repair	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	
TRAM-Shawn	Storm Clean-up	\$8,280.00	\$8,280.00	\$0.00	\$8,280.00	
TRAM-Shawn	Tree trimming/removal/pruning	\$16,190.00	\$16,190.00	\$0.00	\$16,190.00	
TRAM-Shawn	Roadside Trash	\$1,200.00	\$1,200.00	\$0.00	\$1,200.00	
	Subtotal	\$130,300.00	\$130,300.00	\$0.00	\$130,300.00	
	Safety & Security					
Vice President- Joe Zanga	Security Contract	\$305,000.00	\$305,000.00	\$0.00	\$305,000.00	
Vice President- Joe Zanga	CERT Supplies	\$2,500.00	\$2,500.00	\$34.55	\$2,465.45	
Vice President- Joe Zanga	E-Stickers Purchase	\$9,000.00	\$9,000.00	\$0.00	\$9,000.00	
Vice President- Joe Zanga	Gate Maintenance	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	
Vice President- Joe Zanga	Automated Gate Passes	N/A	\$0.00	\$0.00	\$0.00	
Vice President- Joe Zanga	Gatehouse Supplies	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	
Vice President- Joe Zanga	Security Cameras/Recorder	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	
Vice President- Joe Zanga	Contracted IT Support	\$3,200.00	\$3,200.00	\$0.00	\$3,200.00	
Vice President- Joe Zanga	Utilities			\$0.00	\$0.00	

Vice President- Joe Zanga	Utilities/Non Internet	\$13,550.00	\$13,550.00	\$1,217.34	\$12,332.66
Vice President- Joe Zanga	Utilities/Internet and Video	\$10,000.00	\$10,000.00	\$209.97	\$9,790.03
	Subtotal	\$353,750.00	\$353,750.00	\$1,461.86	\$352,288.14
	Long Range Planning (Capital)				
TRAM-Shawn	Bridge(s) Inspection Repairs	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00
TRAM-Shawn	Crusher Stone Runs	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00
TRAM-Shawn	Traceway Road (Asphalt Overlay)	\$150,000.00	\$150,000.00	\$0.00	\$150,000.00
TRAM-Shawn	Culvert Repair (Country Club Road/Entrance)	\$0.00	\$0.00	\$0.00	\$0.00
Vice President- Joe Zanga	Gatehouse System Hardware	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00
Vice President- Joe Zanga	Gatehouse Maintenance	\$22,846.00	\$22,846.00	\$0.00	\$22,846.00
Trace Lake & Dam- Bill Huggins	Lake Trace Maintenance (annual)	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00
Treasurer	General Contract Labor	\$10,000.00	\$15,000.00	\$0.00	\$15,000.00
TRAM-Shawn	Bradford Pear Project	\$0.00	\$16,000.00	\$0.00	\$16,000.00
Finance Manager -Dave Thomas	Reserve Allocation	\$0.00	\$0.00	\$0.00	\$0.00
	Subtotal	\$287,846.00	\$308,846.00	\$0.00	\$308,846.00
	TOTAL EXPENDITURES	\$823,298.00	\$844,298.00	\$1,461.86	\$842,836.14

Complete North Bridge Footer Pours
Eliminate steep drop offs, (along roads, where required)
~ 1 Mile coverage
1st Rev: Project pending Escalante development
New systems and gates
rev Nov 2023: Bookkeeper
Jan 2024 Rev: Project requires 2 tier vote
No money expected to reserves in 2024

GAIN/LOSS CTA OPERATIONS	\$17,285.00	\$15,374.00	\$68.45
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2024 Dues	1/1/2024
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Home	\$ 408
Lot	\$ 168
Budget/Dues agreed	Oct meeting

Not agreed

Stated in Dollars for 2023	Total Obligations	Payments				
		Q1	Q2	Q3	Q4	Total
Eagle's Nest	\$ 22,111.00	\$ 5,527.75	\$ 5,527.75	\$ 5,527.75	\$ 5,527.75	\$ 22,111.00
Golf East	\$ 32,016.00	\$ 8,004.00	\$ 8,004.00	\$ 8,004.00	\$ 8,004.00	\$ 32,016.00
Golf North	\$ 45,092.00	\$ 11,273.00	\$ 11,273.00	\$ 11,273.00	\$ 11,273.00	\$ 45,092.00
Golf West	\$ 16,277.00	\$ 4,069.25	\$ 4,069.25	\$ 4,069.25	\$ 4,069.25	\$ 16,277.00
Harbor Creek	\$ 53,487.00	\$ 13,371.75	\$ 13,371.75	\$ 13,371.75	\$ 13,371.75	\$ 53,487.00
Hidden Lake	\$ 74,175.00	\$ 18,543.75	\$ 18,543.75	\$ 18,543.75	\$ 18,543.75	\$ 74,175.00
Highland Woods	\$ 15,800.00	\$ 3,950.00	\$ 3,950.00	\$ 3,950.00	\$ 3,950.00	\$ 15,800.00
Lakewood	\$ 19,147.00	\$ 4,786.75	\$ 4,786.75	\$ 4,786.75	\$ 4,786.75	\$ 19,147.00
Laurel Thicket	\$ 81,966.00	\$ 20,491.50	\$ 20,491.50	\$ 20,491.50	\$ 20,491.50	\$ 81,966.00
Mallard Cove	\$ 58,541.00	\$ 14,635.25	\$ 14,635.25	\$ 14,635.25	\$ 14,635.25	\$ 58,541.00
North Shore	\$ 109,758.00	\$ 27,439.50	\$ 27,439.50	\$ 27,439.50	\$ 27,439.50	\$ 109,758.00
Sedgemoor	\$ 53,280.00	\$ 13,320.00	\$ 13,320.00	\$ 13,320.00	\$ 13,320.00	\$ 53,280.00
South Landing	\$ 42,804.00	\$ 10,701.00	\$ 10,701.00	\$ 10,701.00	\$ 10,701.00	\$ 42,804.00
Southwind	\$ 50,256.00	\$ 12,564.00	\$ 12,564.00	\$ 12,564.00	\$ 12,564.00	\$ 50,256.00
Stonegate	\$ 16,705.00	\$ 4,176.25	\$ 4,176.25	\$ 4,176.25	\$ 4,176.25	\$ 16,705.00
Village at Trace	\$ 12,768.00	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00	\$ 3,192.00	\$ 12,768.00
Woodfield	\$ 25,038.00	\$ 6,259.50	\$ 6,259.50	\$ 6,259.50	\$ 6,259.50	\$ 25,038.00
Woodmere-Trentwood	\$ 81,426.00	\$ 20,356.50	\$ 20,356.50	\$ 20,356.50	\$ 20,356.50	\$ 81,426.00
Total	\$ 810,647.00	\$ 202,661.75	\$ 202,661.75	\$ 202,661.75	\$ 202,661.75	\$ 810,647.00

Profit and Loss - YTD

Carolina Trace Association
 Profit and Loss Comparison
 January 1-25, 2024

	Total	
	Jan 1-25, 2024	Jan 1-25, 2023 (PY)
Income		
Income		
Assessments POA		161,578.50
E- Sticker Taxable		
E-Sticker - Cont/Vendr		100.00
Total E- Sticker Taxable	\$ 0.00	\$ 100.00
E-Sticker - Residents Non Txbl	349.20	1,272.80
Interest Income	1,181.11	
Total Income	\$ 1,530.31	\$ 162,951.30
Total Income	\$ 1,530.31	\$ 162,951.30
Gross Profit	\$ 1,530.31	\$ 162,951.30
Expenses		
Operating Expenses		
General Admin Expenses		
Trash/Waste Disposal Fees		250.00
Total General Admin Expenses	\$ 0.00	\$ 250.00
Long Range Planning		
Major Road/Bridge Main/Repair (deleted)		28,540.00
Total Long Range Planning	\$ 0.00	\$ 28,540.00
Roads & Grounds		
RoutinRoad Maintenance & Repair		5,870.30
Tree Trimming/Removal/Pruning		800.00
Total Roads & Grounds	\$ 0.00	\$ 6,670.30

Safety & Security			
CERT Supplies		34.55	14.99
Gate / Gatehouse Maintenance			435.00
Gate House Supplies			300.00
Security Contract			30,025.15
Utilities			
Utilities - Not Internet& Video			
Electricity		1,217.34	
Electricity 1621			325.92
Electricity 6357			67.89
Electricity 9609			31.67
Electricity 9633			75.31
Electricity 9837			740.92
Water & Sewer			98.78
Total Utilities - Not Internet& Video	\$	1,217.34	\$ 1,340.49
Utilities Internet & Video			
Internet - MG		174.97	167.97
Internet - NG			139.97
Telephone		35.00	
Total Utilities Internet & Video	\$	209.97	\$ 307.94
Total Utilities	\$	1,427.31	\$ 1,648.43
Total Safety & Security	\$	1,461.86	\$ 32,423.57
Total Operating Expenses	\$	1,461.86	\$ 67,883.87
Unapplied Cash Bill Payment Expense			0.00
Total Expenses	\$	1,461.86	\$ 67,883.87
Net Operating Income	\$	68.45	\$ 95,067.43
Net Income	\$	68.45	\$ 95,067.43

Thursday, Jan 25, 2024 04:51:35 AM GMT-8 - Cash Basis

CTA Communications/Secretary Report – February 2024

amended Feb 6, 2024

January was a busy month – The executive committee has been reviewing and updating the operational calendar among other things. Records are being organized as time permits.

New/Deleted Resident Reports: The December 2023 and January 2024 reports were not generated by the Gatehouse. Due to the turnover in leadership, this is a project that has fallen in the cracks. I visited the Gatehouse and discovered that it is difficult to expect this from them given the other activities. I reviewed applications and created and sent the December 2023 New/Deleted Lists to the POAs on January 15, and January's lists were forwarded on February 5. I also shared the URL for Lee County Real Estate Sales -

https://leecountync.gov/departments/gis_strategic_services_/sales_data.php Results at the county level for any given month aren't available until about 30 days after a month ends. We trust this information will be of use for the POAs.

CAI-NC Membership: Thanks to the Board's consideration and vote at the 1/2/24 meeting, CTA is once again a member of Community Association Institute's NC Chapter. A calendar of events is at this link: https://www.cai-nc.org/events/event_list.asp If you are interested in attending any of the virtual or in-person events, please let me know. We will work on a preferred list of resources that will be available through their on-demand learning library. More to follow.

Updating of master communications list for 2024: The PDF form fill in to collect updated POA information for 2024 leadership and other changes has been distributed to all POAs. Please remind your POA secretary to return this document to Sharon at ctasectr@gmail.com as soon as possible. Records indicate the following POAs have not responded: North Shore, Hidden Lake, Woodmere-Trentwood, Harbor Creek, South Landing, Eagle's Nest, Stonegate, Highland Woods and Village at Trace. ***If your POA does not change leadership until later in the year; please report that to me so I can make a notation in the records.***

Onboarding/Orientation for Board members: The "Roberts Rules Cheat Sheets" as well as a copy of the CTA bylaws is now part of every meeting's resource documents. Additional onboarding documents will be added as they become available. This will include committee guidelines that match up with treasurer's guidelines.

2023 Annual Report: Communications will be working with the Executive Committee and Committee Chairs on the CTA Annual Report with an expected release in late winter/Q1 2024. This is a CTA bylaw requirement that serves as a useful tool for both current and prospective residents. CTA Director input is greatly appreciated. Contact ctasectr@gmail.com for ways in which you can help.

POA Websites: The POAs that do not have a web presence are asked to reach out to the secretary for her assistance in creating a static page. ***This applies to the following POAs: Eagles Nest, Lakewood and Stonegate.***

2024 Holiday Decorations Committee: Holiday décor was removed from bridges and gatehouse on January 14. Eleven people representing three POAs helped. For November/December 2024, CT residents Ro Knick and Karen Kennedy have volunteered to oversee the decorating of the main entrance. Decorations have taken a beating over the years and need to be refreshed. **NOTE:** The Holiday Decorations Committee would like some funds to help replace worn out decorations and

have reached out to CTCC also. It is not clear if this was once in the CTA budget or not; but a small amount should be added if CTA supports this annual tradition. They are also considering a fundraiser.

Sharon Sheldon
Secretary, CTA
CTA Communications Chair

CTA Security & Safety Committee Report

January 26, 2024

Attending: Greg Burke, Charles Holder, Penny Turner, Jody Jackett,
Michael Bohn, Joe Zanga (Chair)

Agenda:

1. Items approved at the last BOD Meeting are in progress – a. improved audio/video surveillance in and outside Gate House. Exit lane License Plate Reader camera installed, b. gate motors and motherboard have been installed and as of 2/2 the Visitors gate and North Exit gate are back in operation, c. North entry gate replacement found on sale and ordered, to be installed by paid local contractor (responsible driver insurance will pay). Delivery will be in 1-3 weeks, d. Researched new North exit swing arm gate addition and installer of existing is preparing a proposal, e. New Main Gate entry/pass systems in final negotiations with Gate Sentry.

2. Working with SPA Administration to improve staffing and procedures with weekly meetings. Greg and Joe representing CTA.

3. Discussed returning to Verizon phone system in Gate House. Voted to hold until Gate Sentry System installed.

4. Main Gate torn flags have been replaced and an extra of each ordered.

5. Discussed cost to replace expiring commercial radio license (emergency use). Will not renew if cost is more than \$150.

6. CERT – a. CT Community invited to the Stop the Bleed training Tuesday, 2/20, 6 PM at the FireHouse, b. Ham Cram Weekend (TBD) in March to help people obtain a Ham License, c. CERT Basic Course scheduled for 2 weekends in April, d. For any of above contact Penny Turner – leectynccert@gmail.com.

7. Police Report obtained on destruction of bushes at Rt 87 entrance. Our insurance company will follow up.

8. Committee asks for approval to hire a 1X a month professional cleaning service to deep clean inside the Gate house.

9. Committee wants more, and more experienced, security/safety volunteers to do needed CT work rather than hiring basic professional management.

10. Chair asked for volunteers to be in charge when he is out of town or otherwise unavailable. Jody was the only one to volunteer.

Respectfully submitted,

Joe Zanga

2/2/24

February 1, 2024

CTA TRAM Report from Shawn Draper, Chair 2024

I respectfully submit the following remarks as my report for the TRAM committee and its members to the CTA Board of Directors, February 1, 2024. This report is longer than anticipated moving forward as it is the baseline of reference for our work in the new year.

January was a transition month of learning for the new chair. I would be remiss if I did not begin by recognizing the incredible work for Ernie Violon, immediate past chair, who sets a high bar of accomplishment during his tenure. Ernie continues to be gracious, generous, and patient with his time. Ernie will remain a member of the committee as past chair.

In addition to touring the common grounds and roadway TRAM is responsible to maintain and repair, I have met with each member of the committee plus a few more; specifically, Rod Loss, Jeff Wennberg, members of the CTA Board executive committee and super volunteer, Ron Moeller. The insights, experiences, and ideas are greatly appreciated and truly valuable. A special note in recognizing Deb and Ron Moeller for the incredible amount of volunteer time and work they have provided to the community. Thank you.

I have been asked by the CTA executive team to implement professional services as the primary resources for the work of maintaining and repairing the common properties of the CTA, specifically, the entranceway, sign island, and Traceway. This is a significant change from the past approach of hands on volunteerism. I understand this transition may be challenging and I appreciate your support as we proceed.

It is important to restate the purpose of the TRAM committee. The purpose is to first and foremost safety. Second, to pursue the beautification of the common areas. Our purpose in this order of priority is the touch stone of our work and recommendations.

The list of the budgeted work and projects for TRAM in 2024 are defined as operational (repeated work) and long-term (one-time projects). They are as follows:

Operational

Lawn maintenance
Landscaping
Drainage
Road maintenance
Tree maintenance
Storm clean up

Long-term

Boulevard trees
Bridge repairs
Crusher stone run
Traceway overlay
Country club intersection culvert repair

We are working on the following operational efforts:

- Meeting with vendors to review current agreements
 - o Lawn maintenance
 - o Landscaping
- Preparing RFPs for -
 - o Culvert repairs – seventeen in total
 - o Sink hole repairs



- Creating a list of potential tree maintenance priorities

The committee members are leading these efforts of long-term projects:

- Boulevard trees project – the first five trees have been planted



- Completing bridge repairs – Escalante reports planning to lower the lake at the end of February or early March, exact dates TBD. We are re-engaging with vendors.
- Crusher stone run along Traceway – repairs areas are being marked for bid
- Traceway overlay – scope of project is being defined in detail for bid
- Country club intersection culvert repair – in review

We will be reporting on the project of this list of projects and responsibilities each month.

Committee members

Shawn Draper, chair
Ernie Violon, immediate past chair
Ron Moeller
David Thomas, bridge maintenance
Rod Loss, tree maintenance

We are seeking the personal introduction to an engineer to help support our responsibilities with roads and drainage. Your assistance is appreciated.

REQUESTS FOR CTA BOARD ACTION

There are two outstanding issues of merit for the TRAM committee is asking the CTA Board to take action on.

1. Upon review with the CTA's insurance representative, Scott Wheeler, the current insurance coverage limits coverage of volunteers as stated below:
 - a. Volunteer events scheduled and advertised as a public meeting

When asked about liability coverage for the volunteers on the committee, Mr. Wheeler stated it is not explicitly stated and it will require a claim to fully determine the coverage by underwriters. The same is true for 1099 contractors like Mr. Witt who is paid to pick up roadside trash. This is a red flag for the committee members that will restrict the use of volunteers until such time as they can be insured.

2. In an effort to provide consistency of services over time, we are requesting the Board provide this committee chair with rules follow in the operation of the committee. For example, rules for contracts for services. The suggestion of being provided with guidance is by definition simply advice does not assure our ability to achieve our purpose properly.

Thank you for your consideration of these remarks and your support of the efforts of this committee.

**Trace Lake and Dam Committee (“TLDC”) Report to CTA Board of Directors
February 2, 2024**

*Contains request for CTA Board action

TLDC Members: Bill Huggins (Chair), Greg Burke (CTA Board Member), Lee Amcher, Steve Bolstridge and Alan Mizrahi. TLDC met two times in the month of January, on the 3rd and the 31st. All members were present at both meetings.

Bathymetric Study: TLDC commissioned a Bathymetric study of Lake Trace (in the fall of 2023) to determine sediment levels and vegetation (hydrilla and other water plants) levels. The study was done by the Aquatic Plant Management Program at NC State University (using TLDC budgeted funds). The study has been completed and a report received. TLDC will meet in the February with the individuals who did the study to go over the results. TLDC plans to present the study to the CTA Board in March.

Hydrilla Control: The 2023 hydrilla control treatment was only partially effective. There are still several areas of Lake Trace with significant hydrilla growth. There is definitely a need for another treatment in 2024 which should focus on those areas with significant hydrilla—roughly from the CT entrance to the Lake Course 18th hole area and from Carr Creek all the way to the main lake at the 18th hole of the Creek Course. TLDC has been told by a representative of Solitude (which did the 2023 treatment) that Solitude has not yet been contracted for a treatment in 2024. TLDC has verified that another 750 carp will be put in Lake Trace in 2024 to supplement the 750 carp put in last year. TLDC will continue to monitor this issue.

***Lowering of Lake Trace:** Lake lowering will commence in mid-February. The lowering will last until mid-March. *TLDC recommends that CTA send a notice to all POAs regarding the lowering ASAP.

Dam work: Escalante’s engineering contractor has begun the work on the dam recommended by the North Carolina Division of Environmental Quality (“DEQ”) in October 2020—removal of dense brush and trees on the crest, toe and the upstream and downstream slopes of the dam. The work also involves the creation of a temporary road from Cox Mill Rd to the south side of the dam. TLDC will monitor the progress of this project.

***Contact with DEQ:** *TLDC requests that CTA designate the committee as the CTA liaison with NC DEQ regarding the state’s regulation of Lake Trace and the dam.

Contact with Escalante Regarding Lake and Dam Issues: At the request of TLDC, CTA President Kate Woods recently provided TLDC Chair Bill Huggins with the contact information for the Escalante executive who works with CTCC—Victor Rodarte. Bill has emailed Mr. Rodarte but has not (as of Feb 6 at 8:30AM) had a response to the email.

Status of Request for Escalante to Meet with CTA: It is TLDC’s understanding that there has been no response from Escalante to the September 2023 letter inviting Escalante corporate leadership to meet with the CTA Board. TLDC Chair Bill Huggins will discuss this matter with Mr. Rodarte. TLDC will report back to the CTA Board on this next month.

Respectfully submitted,

TLDC members

Motion from Mallard Cove

Purpose: To establish a CTA procedure for issuing Resident Survey's

I move that:

1. CTA Board members will have a minimum of 30 days to review and comment on the questions or any other information contained within a proposed survey.
2. A survey can only be issued by the CTA Secretary after a majority vote of CTA Board members authorizes its issuance.
3. The results of the survey will be considered as CTA property and will be available to any CTA Board member that requests the results of the survey.

Map of CAROLINA TRACE



CAROLINA TRACE
GATED PROPERTIES, LLC

1-800-227-2699 WWW.CAROLINATRACE.COM

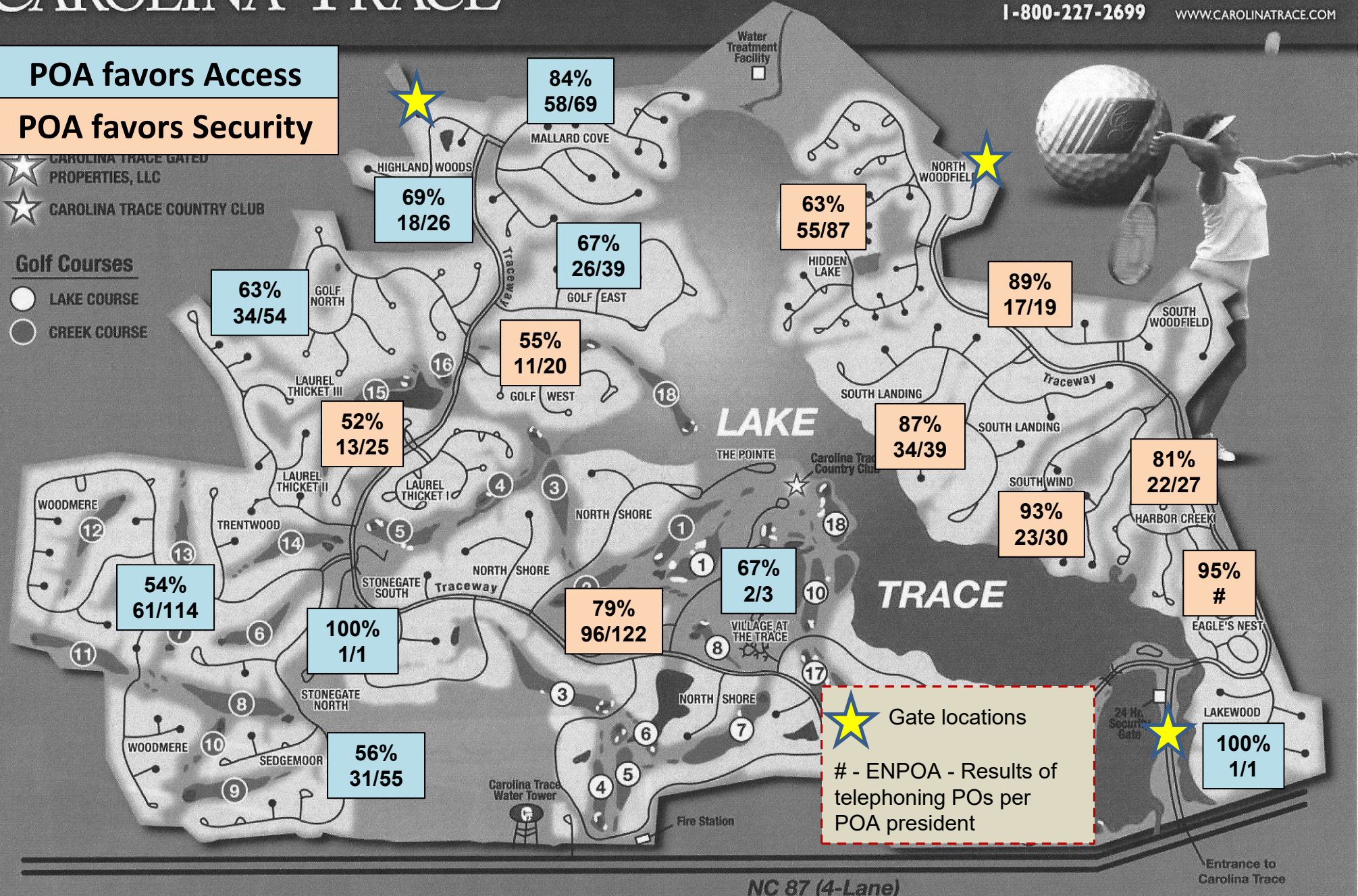
POA favors Access

POA favors Security

- CAROLINA TRACE GATED PROPERTIES, LLC
- CAROLINA TRACE COUNTRY CLUB

Golf Courses

- LAKE COURSE
- CREEK COURSE



Gate locations
- ENPOA - Results of telephoning POs per POA president

NC 87 (4-Lane)

DRIVING DISTANCES: Sanford: 3 miles • Pinehurst: 23 miles • Raleigh: 43 miles • RDU International Airport: 52 miles • Fayetteville: 18 miles •

CTA Bylaw Revision Committee Report – February 2024

The BRC is working by email, collecting information, suggesting revisions and hoping to have an in person meeting in February.

Joe Zanga, Chair

Long Range Planning Committee – Report for February 2024 CTA BOD Meeting

The long range planning committee has been formed. The members are Cheryl Eagles, Jeff Wennberg, Jody Jackett, Gary Constant and Ernie Violon. Additional advisors are Jeff Sheldon, Dave Thomas, Mike Dussault and Shawn Draper.

The goal is to have a long range planning information presented to the board prior to the start of the 2025 budgeting process.

Submitted by Ernie Violon, Committee Chair (reviolon1@gmail.com)