

**Minutes of 2017 Annual Meeting of Members of  
Pine Forest Country Club Community Association, Inc.**

The annual meeting of the Members of Pine Forest Country Club Community Association, Inc. ("Association"), a South Carolina nonprofit corporation, was held on January 17, 2017 at 6:00pm at William Reeves Elementary School, 1003 DuBose School Road, Summerville, SC 29483.

The first meeting was called at 6:00 p.m. There being no quorum present, at 6:15 p.m. a second meeting was called to Order by Lynn Goettee, who acted as Chairman for the meeting. Sandy Meier acted as Secretary for the meeting.

**Call to Order**

Lynn Goettee called to order the meeting.

**Pledge of Allegiance**

Lynn Goettee led the Pledge of Allegiance.

**Announcements**

Lynn Goettee made administrative announcements and introduced/acknowledged the Board Members and Officers:

- D. Sherwood Miler, III, Board member and President (not in attendance)
- M. Stephen Varn, Board member (not in attendance)
- Lynn Goettee, Board Member (in attendance)
- Paul Glazar, Vice President (in attendance)
- Lori Miles, Treasurer (in attendance)
- Sandy Meier, Secretary (in attendance)

**2016 Minutes**

Copies of the minutes of the 2016 Annual Meeting were made available to attendees. Lynn Goettee asked for any objections to the minutes as written. With no objections, the minutes were approved.

**Treasurer's Report**

Lori Miles presented the Treasurer's Report and the budget for 2017, provided copies of financials to everyone, and answered all budget questions.

Topics discussed were:

1. The budget is based on the actual financials.
2. There was a suggestion to add a column to the budget to show the figure from last year.
3. Discussed what is included in Professional Fees.
4. The front landscaping work is completed in lieu of payment to the Gables HOA.
5. Landscaping fees – Discussed scope of work and fees charged. There is a set fee for mowing, other work varies and is billed separate
6. Rent Expense – We pay Reeves Elementary School for meeting space
7. Property Management Fees - discussed the cost of hiring a property management company vs a volunteer board.
8. The HOA is debt free and in good financial health.

**Old Business & 2016 Activity**

Paul Glazar reviewed the board activities and topics from the previous year including:

1. Ponds and drainage ditches maintained from overgrowth.
2. Dredged two detention basins.
3. Maintained all common areas to include grass cutting, shrub trimming, planting, and cleanup.
4. Common area land increased with the dedication of the two lots that comprise the open space on Congressional across from the Gables.
5. Maintained/repaired common area fencing due to vandalism.
6. Managed dues collection.
7. Mailed letters to residents who were in violation of covenants regarding garbage cans, boats, trailers, etc.
8. DR Horton has continued the development of The Legacy addition to Pine Forest.

9. Combining our HOA with The Gables is still on indefinite hold due to the Gables' inability to find volunteers to fill their officer positions in their association and vote on the issue. When this is approved by The Gables, then we vote on issue.
10. Advertised and supported the Annual Neighborhood Yard Sale in September.
11. Made a yearly contribution of services to The Gables in lieu of money.
12. The HOA and the Garden Club decorated the bridge and light poles with baskets and garland for the Christmas season.
13. Decorated the entrance sign and installed wreaths on the back of the stop signs for the holidays.
14. Worked with the city of Summerville to make various repairs to streets.
15. Coordinated with the cable company in the installation of fiber conduits.
16. Contracted to install road reflectors on Renau and Pine Valley.
17. Rental of high lift to trim bushes and trees through the development.
18. Hydro seeded some of the rights of ways to replant bare areas.

### **New Business**

Paul Glazar introduced new business and thanked homeowners for following the neighborhood covenants and making Pine Forest a great place to live.

1. **Election of Officers and HOA:** There are no elections this year. The HOA Board Members and Officers present at this meeting volunteer for this position and are homeowners and your neighbors.
2. **Property upkeep:** Discussed status and condition of homes including foreclosures in the neighborhood. The HOA wants to be notified about properties where poor upkeep is a concern. On bank-owned properties, the bank is responsible for maintenance but the HOA has, on occasion, handled mowing at foreclosed homes. Instructions were provided on how to notify the HOA so that we can investigate and correct property upkeep issues.

### **Question and Answer**

Paul Glazar read aloud all questions that were submitted in writing prior to the meeting. The Board Members and Officers first answered each submitted question then opened the floor up for additional discussion as time allowed. Topics of discussion were.

1. **Garden Club** Christmas decorations acknowledgement, thanks, and appreciation of the great work. Homeowners were very appreciative and complimentary of the Garden Club.
2. **Sidewalks** on Club property are the property of The Club at Pine Forest, not the HOA. All requests for additions/repairs to property owned by The Club needs to be submitted to The Club. The HOA has no control over that property.
3. **Olympic Club Stop Sign** – Concern was expressed about safety at this intersection. Homeowners in this area desire a stop sign at the Intersection of Congressional Blvd and Olympic Club. Stop signs are the decision of the Town of Summerville, not the HOA. Petitions and requests must be made to the town and homeowners were encouraged to continue their efforts.
4. **Bump at Entrance to Club** – The driveway into The Club has a large bump that some find difficult to cross. That property belongs to The Club, not the HOA, so The Club should be contacted.
5. **Removal of Trees** - Concern was expressed about the removal of trees in the Legacy section and the effects that could have.
6. **Financial** - The submitted financial questions were answered to the homeowner's satisfaction and understanding during the Treasurer's Report.
7. **Privacy fence on homeowner-owned property on Hazeltine** - Homeowners would like the HOA to pay for privacy fence installation on their lots since their homes back up to another neighborhood on Renau. The HOA is not responsible for installing or funding fences on homeowner-owned property. The HOA has never paid for fences for homeowners. The homeowner or home builder is responsible for paying for fencing.
8. **Dogs**, dangerous Pit Bulls, roaming neighborhood - Animal control needs to be called immediately if seen.
9. **Neighborhood Watch/Neighborhood Safety** – A neighborhood watch group led by Marcy Whitley is meeting at the clubhouse. Marcy will notify the HOA about meetings so that we can post to the website and send out email notifications to our database. Police have advised that having an alarm, a fence, and a dog are good security measures.
10. **Traffic and Speed throughout neighborhood** – Homeowners need to drive the speed limit and call police to report problems. A homeowner suggested that residents can control much of the speeding problem by always driving 25

to set the pace.

11. **Speed Bumps / Speed Humps / Traffic Calming** – The board explained that the streets are owned by the Town of Summerville and that the town has a specific process including a petition and traffic study in place for homeowners who want to pursue the issue. The process is posted on the HOA website. Homeowners must take on the petition work themselves and pay the cost of installation. There were homeowners both for and against traffic calming measures.
12. **Solar panels:** Homeowners need to submit the ARB form on the website for rear-of-house installation only.
13. **On-street parking on Hummingbird** – The board advised that Crown Management is responsible for enforcement of covenants prohibiting on-street parking at any time in the Legacy section.
14. **Golf Carts Driven by Underage Children** – The board explained that the Town of Summerville is responsible for enforcing all traffic laws on our streets including golf carts. Basically, the law states that if you have a valid driver's license and a golf cart permit you may drive the golf cart during the day within four miles of your home or business and on secondary highways.
15. **Front Entrance and New Sign** - Homeowner's opinions have been varied on the proposal of a new entrance sign at Butternut and Congressional. Some homeowners have expressed that a new sign is a great idea and should be a priority, others have been against the expense of a new sign. The HOA did have one landscaper offer an approximate cost of \$60,000. The HOA tried at last year's meeting to get a group of homeowners to volunteer to help research and present opinions on improving the appearance of the front entrance and sign. One person volunteered and tried to get others, but there were no other volunteers. The HOA again asked for any willing volunteers to contact us.
16. **Reserve Fund** – Explained purpose of reserve fund, budget, and status of account
17. **Street Lights** – Homeowner asked why some street lights seem to be a different color (yellow vs white light). The board advised homeowners to look at the plaque on any street light in question to get the ID number and call SCE&G. This is the process if a street light is damaged or out and the town is usually very quick to respond.
18. **Light at Mailboxes in Heritage** – Homeowner would like to see better lighting at mailboxes. This area is under the governance of the DR Horton HOA managed by Crown and they should be contacted.
19. **Social Events in Budget** – A homeowner asked if funding for social events could be added to the 2017 budget. The board advised that the HOA does not have the resources to hold or fund social events.
20. **Dues increase policy** - As specified in the Covenants, HOA dues can increase no more than 5% per year and cap out at \$240/year. We must budget and plan accordingly.
21. **Status of HOA voting and developer owned property:** Developer has vote until 99% of lots are sold. The developer, Southeastern Country Club Group, still owns 13 acres for development.
22. **Neighborhood Directory** – One homeowner recalled a time (around 1999) when there was a neighborhood directory and wondered if something like that could be done again. This was previously done by The Club, not the HOA, when the neighborhood was much smaller. Volunteers could certainly try to put one together but with the size of the neighborhood that would likely be a difficult task. The HOA isn't going to publicize homeowner's contact information.
23. **Traffic Offenders and Speeding** – Homeowner encouraged others to write down license plate information and call police about any offences then follow up with an email. Another homeowner encouraged homeowners to install private security cameras and report all offences.
24. **Difference between Master HOA, DR Horton HOA managed by Crown Management, and Architectural Review Board (ARB) in Legacy section:** Homes in The Legacy section belong to both HOA's and owners are responsible for both dues. DR Horton HOA is responsible for maintenance of common area including ponds in the Legacy section. A homeowner asked if the HOA for the Legacy section managed by Crown Management would ever go away. The board advised that is entirely up to DR Horton.
25. **Ponds in Legacy section:** Pond maintenance is handled by DR Horton. All ponds are "dry ponds" except the pond by the mailboxes. The town requires developers to incorporate certain elements to manage drainage. Concerned homeowners can contact the Town Engineer with specific questions. Homeowners who thought that the ponds would contain water should contact the DR Horton sales office and their real estate agent to voice their concerns. This HOA has no authority in this area.

### Adjournment

At approximately 7:50 p.m., a motion to adjourn the meeting was made. With motion seconded and unanimously carried, Paul Glazar adjourned the meeting.

Minutes submitted by: Sandy Meier

Minutes approved by: