

## **Minutes of 2016 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 19, 2016 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 (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 (not in attendance)
- Sandy Meier, Secretary (in attendance)

### **2015 Minutes**

Copies of the minutes of the 2015 Annual Meeting were made available to attendees. Lynn Goettee read aloud the minutes from the 2015 Annual Meeting. Lynn Goettee asked for any objections to the minutes as written. With no objections, the minutes were approved.

### **Old Business & 2015 Activity**

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

1. Retention ponds and drainage ditches maintained from overgrowth.
2. Maintained and improved common area landscaping and fencing including the bridge.
3. Tree removal in common areas due to pine beetles and damage. Removed 10 trees identified by Clemson for removal
4. Managed dues collection
5. Sent out letters as-needed to residents for violation of covenants such as garbage cans, boats, trailers.
6. DR Horton has continued the development and sale of a 209 home addition to Pine Forest. Phase I consists of 69 homes. Phase II has started to be cleared. Phase III option has not been executed yet. Cady Road will not be an entrance/exit.

7. We have been working and meeting with the front association with the idea of combining our association with the front association (Gables). Combining our HOA with The Gables has been put on indefinite hold due to the Gables' inability 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. We will keep money in the budget for the anticipated legal fees.
8. Improvements to the front entrance included plantings in the back of the pond and an irrigation pump.
9. We cleaned up after the rain storm.
10. Repair and maintenance of front entrance sign.
11. Held Annual Neighborhood Yard Sale in September.
12. Made yearly contribution of services to The Gables in lieu of money
13. The HOA and the Garden Club decorated the bridge and light poles with baskets and garland for the Christmas season.
14. The HOA installed wreaths on the back of the stop signs for the holidays.

### **Treasurer's Report**

Lynn Goettee presented the Treasurer's Report and the budget for 2016. Board members answered all budget questions.

Topics discussed were:

1. Professional Fees and what it includes.
2. Property Management Fees and the cost of hiring property management company vs a volunteer board.
3. Rent Expense: Explained that we budget for Reeves Elementary School used for meetings.
4. Reserve Fund purpose and goals explained.
5. The HOA is debt free and in good financial health.
6. Budget for and condition of common area landscaping discussed. Lynn Goettee introduced Bill White and Bubba, the contractors who provide this service. A round of applause was offered for their outstanding service.

### **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:** There are no elections this year.
2. Common area: Donations of common area acreage have been made from the developer to the HOA.
3. **Property upkeep:** Discussed status and condition of homes including foreclosures in the neighborhood. Marilyn Kaple had written a letter to the HOA expressing her concerns about the upkeep of certain properties. She was given time to express those concerns. 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.
4. **New Entrance Sign:** The HOA is seeking input from homeowners about a new entrance sign at Butternut and Congressional.

## **Question and Answer**

Paul Glazar read aloud all questions that were submitted in writing prior to the meeting. The Board Members and Officers answered each question. Paul Glazar opened the floor up for discussion.

Topics discussed were:

1. **Status of HOA voting and developer owned property:** Developer has vote until 99% of lots are sold. Developer still owns 17 lots and undeveloped acreage that may become senior living.
2. **No solicitation signs:** Homeowner acknowledged and expressed appreciation for the installation of no solicitation signs at entrances.
3. **Stop sign on Gleneagles:** Homeowner questioned why there's a stop sign at the fork on Gleneagles. The town would not approve two roads there and installed a stop sign to combat speed due to the sharp curve. At the time the sign was installed, there wasn't another sign on Glen Eagles. It is entirely the Town's decision where stop signs are placed.
4. **Dump trucks speeding on Hummingbird:** The Town of Summerville is responsible for enforcement. Homeowners should call the police to report speeding.
5. **Speed bumps/speed humps:** Discussed pros/cons. 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 pay the cost of installation. There were homeowners both for and against the issue.
6. **Construction trucks** leaving dirt/debris on Hummingbird.
7. **On-street parking on Hummingbird:** Advised that Crown Management is responsible for enforcement of covenants prohibiting on-street parking at any time in Legacy section.
8. **Flood preparation:** A compliment was offered about the HOA's preparation before the flooding.
9. **Pond maintenance:** Homeowner suggested that pond maintenance schedule should be adjusted to increase effectiveness. The HOA will make suggested adjustments. Cat Tails are a big problem now. Questions were asked about their removal and/or possible environmental protection.
10. **Storm drain maintenance:** There's a phone number on the bill/postcard to call if the drain on your street isn't functioning properly.
11. **Grass clippings in street:** Grass clippings left piled in the street get washed into the storm drains when it rains. Ideally, grass clippings should not be piled in the street until the day of pickup.
12. **Trash cans:** Trash cans must not be in view from the street and shall not be left on the street for more than one day
13. **Reporting violations:** The HOA wants homeowners to report violations.
14. **Dead end street:** One homeowner stated he was promised that a street near his home by the Legacy section would always remain a dead end.
15. **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. Currently, the master ARB makes decisions regarding building and

modification in the Legacy section. DR Horton is expected to assume the ARB responsibility.

16. **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.
17. **What is the Architectural Review Board (ARB):** The ARB is responsible for approving plans for any structure that is built or modified. There are three members of the ARB and a majority vote is required for plan approval.
18. **Dues increase policy:** As specified in the Covenants, HOA dues can increase no more than 5% per year and cap out at \$240/year.
19. **Sign vandalism:** We spent roughly \$5,000 on sign repairs last year due to vandalism.
20. **Entrance Sign:** Opinions were varied on the proposal of a new entrance sign at Butternut and Congressional. Some felt it was a great idea, others were against the expense of a new sign. One homeowner felt that the sign could be removed altogether since most people have GPS.
21. **Fences:** Discussed the variations of fencing approved by section of neighborhood.
22. **Solar panels:** Homeowners need to submit ARB form from website. Back of house installation is desirable.
23. **HOA power to enforce covenants:** Discussed the powers and limitations of the HOA to enforce covenants.

### **Adjournment**

At approximately 7:46 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: