

Pine Forest Country Club Community Association, Inc.

Minutes of Board and Officer Work Session

November 12, 2008

I. Call to Order

D. Sherwood Miler, III called to order the work session of the Board and Officers of Pine Forest Country Club Community Association, Inc. at 6:00 pm on June 3, 2008 at 1001 Congressional Blvd, Summerville, SC 29483.

II. Roll Call

Sandy Meier conducted a roll call. The following persons were present:

D. Sherwood Miler, III
Lynn Goettee
Sandy Meier
Will Russell

III. Minutes from Last Work Session

Minutes of the June 3, 2008 work session were presented by Sandy Meier. Motion by Will Russell to accept the minutes from the June 3, 2008 work session, second by Lynn Goettee. Motion carried.

IV. Treasurer's Report

Will Russell presented the Treasurer's Report. Motion by Lynn Goettee to accept the Treasurer's Report and post it on the website, second by Sandy Meier. Motion carried.

V. Open Issues

a) **Stop Signs**

D. Sherwood Miler, III reported that the Town of Summerville engineers shall notify concerned residents that the stop sign at the intersection of Renau and La Costa shall stay in place.

VI. New Business

a) **Annual Meeting**

The Annual Meeting of the Members of Pine Forest Country Club Community Association, Inc. was discussed. D. Sherwood Miler, III shall arrange the location of the meeting in January. An effort will be made to use more check-in

tables this year in order to speed up the check-in process at the Annual Meeting. Everyone agreed that the best way to handle questions is to require them to be submitted in writing prior to the meeting instead of opening the floor for a lengthy question and answer period. D. Sherwood Miler, III stated that a letter notifying homeowners of the annual meeting should be mailed by December 15, 2008. The letter shall include instructions on how to submit questions to be answered at the meeting. Sandy Meier will compose a draft letter and email it to all board members.

b) **Budget**

Will Russell will work on a proposed budget for 2009. The approved proposed budget will be included with the Notice of Annual Meeting letter to homeowners and will be posted on the website.

VII. Next Work Session

The next board and officer work session is scheduled for December 3, 2008 at 6:00 pm at 1001 Congressional Blvd, Summerville, SC 29483

VIII. Adjournment

Motion by D. Sherwood Miler, III, second by Lynn Goettee to adjourn. Motion carried.

Minutes submitted by: Sandy Meier

Minutes approved by:

D. Sherwood Miler
Lynn Goettee
Paul Glazar
Will Russell