

*PINE RIDGE PROPERTY OWNERS ASSOCIATION*

*P. O. BOX 1225*

*Beaufort, SC 29901*

*Board of Director Meeting Minutes*

*July 9, 2018 @ 6:15 PM*

***Location of Meeting:***

*Bluffton Township Fire District, Station 35*

*357 Fording Island Rd.*

*Bluffton, SC 29909*

*The regular meeting of the Pine Ridge POA Board of Directors on July 9 2018 was called to order at 6:20 PM by board president Joseph Otterbine.*

*Members in Attendance: , Betty Black, Hector Avila, Judith Blanchard and Joseph Otterbine and from management- Robert Bundy.*

*Members Absent: Sybil*

***Approval of Minutes.*** *The June 2018 meeting minutes were approved as presented.*

***VISITOR-***

***FINANCIAL REPORT:*** *This report was presented by BAM management representative Robert Bundy. Delinquent accounts were discussed. The matter of a collection agency was again tabled.*

***MANAGEMENT REPORT:*** *This report was presented by BAM management representative Robert Management was in Pine Ridge in June on the 5<sup>th</sup>, 18<sup>th</sup> and 26<sup>th</sup>.*

During management's inspection of the area, pictures were taken and notes made regarding appearance violators of Pine Ridge CC&R and Rules & Regulations.

Chris Campbell was awarded the contract to repair the community irrigation systems, the work has been completed.

Quality Lakes treated the lagoons on June 4<sup>th</sup> and 18<sup>th</sup>.

Robert received an email from Ryan Smith with Thomas & Hutton which was forwarded to the Board on June 13<sup>th</sup>. For Thomas & Hutton to do the paper work required to request a turn lane the cost would be approximately \$25,000.00. Ryan told Robert over the phone that to install a turn lane typically cost around \$200,000.00, start to finish.

Robert checked with Shadow Moss sales department, regarding approved colors for front doors and shutters. The salesperson said that now all new homes in Shadow Moss come with black front doors and shutters. That is not to say that they would not approve other colors, however they must be submitted to the ACC.

MAJ has completed the installation of the two additional speed humps on Boxtail Crescent.

Robert emailed John Ferreri with S.C.E&G regarding the damaged light pole on Holly Ridge. John replied and his reply was forwarded to the Board.

4 ACC approval letters sent, 1 ACC pending approval and 8 violation letters sent.

Kathy has been working in getting Pine Ridge into the new program (Buildium) so July- forward will be done in the new system.

The June Financials with balances forward in Buildium and the financials in the old Yardi program were emailed to the board.

Buildium has been proven successful in the other communities we manage and slowly but surely all the associations will be in this system.

Buildium has a chart of accounts and handles things differently than the old Yardi system did. The reports look different.

A company based in Callawassie will be making the deposits into the checking account and writing the checks for the regular bills.

BAM will process the bills here and OK them for payment by Wednesday of each week and the checks are dropped off at our office to proof and mail to vendors on Fridays.

Owners will be able to mail their checks payable to Pine Ridge POA,  
174 Callawassie Drive  
Okatie, SC 29909

or still mail to our PO Box for payment. The company picks up checks here several times a week.

Owners will also be able to pay online in their Owner Portal for Pine Ridge POA and will now be able to access account information 24 hours a day, from any computer connected online.

With the online Owner Portal, owners can view their account balance, charges, and payments. Also pay association fees online and much more.

A password and instructions will be emailed to all owners from <https://bundyappraisalmanagement1.managebuilding.com/>

Invoices were mailed to all owners who had balances on 7/5/18.

Properties Sold and Closed in 2018:

1.	1/12/18	Lot 210	38 Grove Way
2.	1/17/18	Lot 239	8 Torrey Lane
3.	2/9/18	Lot 200	17 Grove Way
4.	2/28/18	Lot 97	7 Woodland Hills
5.	2/23/18	Lot 154	96 Pine Ridge Drive
6.	3/16/18	Lot 285	18 Wiregrass Way
7.	3/19/18	Lot 288	8 Wiregrass Way
8.	4/26/18	Lot 285	117 Holly Ridge Drive
9.	5/15/18	Lot 210	38 Grove Way
10.	5/18/18	Lot 215	28 Grove Way
11.	5/18/18	Lot 273	42 Wiregrass Way
12.	5/31/18	Lot 122	114 Holly Ridge Drive
13.	6/1/18	Lot 122	6 Torrey Lane
14.	6/1/18	Lot 170	7 Longleaf Court
15.	6/10/18	Lot 215	28 Grove Way
16.	6/15/18	Lot 11	21 Pine Ridge Drive

Pending Closings:  
None at this time.

**GROUNDS:** *The condition of the area was discussed, several items will be presented to the landscape contact to be done*

**OLD BUSINESS**

*The board will again meet with a Security company to get more info and discuss what they can provide. This is scheduled for July 27th*

**NEW BUSINESS**

*All committees reported lagoons will be inspected and issues reported.*

**COMMITTEES REPORTS:**

**ACC Committee:**

*Two submissions were discussed and will be referred back to committee*

**Social Committee:**

**Security Committee:**

*Field trip to discuss with security company scheduled for July 27.*

**Parking Committee and Lagoon Committee:**

**Communications Committee:**

**OPEN FORUM**

*At this time the board accepted comments from visitors to the meeting.*

*The meeting was adjourned 8:20pm.*

*Next scheduled meeting will be the August 13 2018, Bluffton Township Fire District, Station 35357 Fording Island Rd, Bluffton, SC 29909.*

*Minutes submitted by: Judith Blanchard*