

**Pine Shadows Civic Club
Minutes of the September 8, 2018
Board of Directors Meeting**

President Al Brasher called the meeting to order at 10:03am. Board members present are Al Brasher, Secretary James 'Skip' Straus, director Jill Pauly and director John Long. The four members present constitutes a quorum. Absent are Vice President T.C. Childress, Director Jeanie Conklin and Treasurer Chris Caruso. Al recognized visitor members Joe Colson, Arch Waller and Cindy Straus.

Skip noted that the minutes of the August Board Meeting had been sent out by acting secretary Jeanie Conklin. Skip made the motion to approve the minutes, which was seconded by Jill. All approved and motion passed.

Al noted that Jill had stepped down as treasurer and Chris Caruso had stepped into the role. Al read the Treasurer's Report due to Chris's absence. August checking balance was \$22,684.47 and savings balance is \$4,406.16. Jill made motion to approve and John seconded. Report approved.

Old Business

- 1) Al brought up the previous discussions of all the paperwork of the PSCC as well as all the previous records. Discussions held around the ways to modernize and streamline reporting so that records could easily be passed on to future boards. It was decided the best way to electronically store records, which will take some initial work by the current board to get everything inputted. A motion was made by Al to;
 1. Purchase a filing cabinet to consolidate old records. Al said he would purchase this item and would donate the cabinet to the PSCC.
 2. Purchase a laptop that would remain property of the PSCC.
 3. Purchase QuickBooks (there was discussion surrounding the online version and the software version) accounting software, which would allow for instant record reporting, invoicing and tax functions.
 4. Skip and Chris are to check for best deals and were authorized to spend up to \$600 for everything.

- 2) Road repairs – the county had told Al that several 'patches' would be done to help carry us over until next year. These were to occur on the Pine Brook – Cypress loop. It was noted the only the Pine Brook portion south of Pine Shadows had been done. Al said he followed up 3 weeks ago with the commissioner who said the rest will be done, he just couldn't say when. Al stated he would follow up again this coming week. There was also discussion around all the people exceeding the speed limit on Pine Shadows and there had been several near misses of people and dogs. John volunteered to get pricing on placement of two temporary "speedbumps." Al said he would check with the county to see if placement is legal. There was no motion surrounding this.

- 3) Liability and Directors and Officers insurance. A motion was made by John to switch insurance companies and purchase a policy that includes both liability insurance as well as Directors and Officers coverage. This combined policy is only \$282 more that our current "liability only" policy. By switching now some of that cost could be recuperated from the old carrier. Skip seconded. Al mentioned that all three absent directors had given him a proxy vote of "yes" for the insurance and vote was held and was unanimously passed.

New Business.

- 1) Al asked for a volunteer committee to be formed to set up our fall fundraiser. Al will chair the committee. Jill said she would volunteer and said Jeannie would most likely join in. John volunteered. Arch volunteered and said Pat would help. Ideas included;
 - a) Poker Run
 - b) Golf cart maintenance – John will work this.

Also discussed was whether to conduct two fundraisers per year (spring and fall) or to even run one per quarter. No motion was made at this time on number of fundraisers.

10:51 am Regular meeting adjourned into **Executive Session** to discuss property matters.

11:15 am – Re-adjourned. Letters will be sent to two property owners.

Skip made the motion to adjourn and John seconded. Meeting was adjourned at 11:18am

MINUTES ATTESTATION STATEMENT

The above minutes are a true representation of what transpired at the meeting to the best of my knowledge.



J.C. "Skip" Straus, Secretary