

**PINEBROOK HOMEOWNERS' ASSOCIATION
ANNUAL MEETING
MINUTES
SEPTEMBER 13, 2025**

Pursuant to call, the Board Members Meeting of the Pinebrook Homeowners' Association, Inc. was held on September 13, 2025 commencing at 9:00 a.m. at the Pool Area at 3978 Pinebrook Circle, Little River, SC 29566. Mark Gupton, President welcomed everyone in attendance and called the meeting to order.

Roll Call:

Roll was taken at the door by Freda Gore of Property & Association Management Co., Inc. There were seventeen (17) members present and six (6) by proxy. A quorum was established and the meeting continued.

Proof of Mailing

Brenda Watts, Secretary examined the Proof of Mailing of the Notice of the Annual Members Meeting, and the instruction was given to Freda Gore to file the Proof of Mailing Notice with the official Minutes of the meeting.

Approval of Minutes:

Dee Hoover made a Motion to approve the Minutes of the September 21, 2024 meeting. Jacquelin Dignin seconded the Motion and it unanimously carried.

Report of Officers:

Mark Gupton stated Brightwater development have decided not to cut into the Pinebrook road. They didn't do any landscaping between the two developments. There is a cable pipe sticking up that must be taken care of by the contractors doing their work.

The Board is asking all owners to be careful when leaving out at the road to get on Hwy 17. People can't tell if others are turning in or out.

The Board was able to do some painting around the pool. Next year they will paint the stucco and pool.

There are some bad places on the road that needs to be repaired. Last repair they just seal coated to hold from deteriorating. Mark Gupton will talk to the guy next week at legacy to split the cost. The cost will consist of the from the their rear entrance to the front entrance.

Financial Report

Freda Gore gave the financial report. There is \$5,771.43 in the operating account \$33,238.66 in the Reserve Account, \$4,529.00 in the Accounts Receivable, and



\$1,282.32.00 in prepaid insurance for a total of \$44,821.41.

Jerome Walker stated that Santee Cooper is changing how they are billing their customers during higher peak hour usage. He asked if the pool machines could be cut off during that time. Mark Gupton stated no that the pool must keep circulating or it would cause problems.

Freda Gore stated the 2026 Budget was being prepared and will be provided at a later date. The 2026 budget has a slight increase in the HOA fee from \$88.00 to \$100.00. The \$7 increase was voted upon at the Annual Meeting. Mark Gupton noted all of the expenses have gone up and is yet increasing but Pinebrook still has the lowest HOA fee in the area.

Election

The floor was opened for nominations. There were no nominations from the floor. Dee Hoover made a Motion to close the nomination. Meg O'Connor Seconded it and it carried. Mark Gupton and Brenda Watts was selected to the Board of Directors. The secretary cast one vote to accept the nominees to the Board.

Old Business

Some owners feel that the speed bumps are hazardous and should be painted. Mark Gupton stated he will paint the speed bumps. Meg O'Connor made a Motion to spray paint the speed bumps. Dee Hoover Seconded the Motion and it carried.

New Business

Dee Hoover asked if the HOA could purchase signs to say neighborhood watch. The Board approved this request.

Trimming needs done at the entrance coming into the development. The Board paid landscapers 3 years ago to do this but it needs to be done again. Mark Gupton contact the landscaper twice but neither time was he able to come. Mark Gupton is going to call him again as he missed servicing the HOA two times this year. This will take place of the those services. If the Board has to get another contractor to do the project, it will be deducted from the landscapers pay. The bush at the stop sign on Pinebrook Circle needs to be trimmed as well.

Dee Hoover noted that her son volunteered to clean out the ditch by the mailboxes at no cost to the HOA. The service will be done today.

There has been a lot of in and out traffic at a residence in the community. It's scary as we do have older female women who lives alone. The Board is going to ask the Horry County Police if they will monitor the community. The Board ask that all owners be aware of the traffic and behavior in the community. If you feel threaten at any time, please call the police.



Adjournment

Mark Gupton made a Motion to adjourn. Jean seconded the Motion and it the meeting adjourned.

Respectfully Submitted,

Freda Gore

