

STATE OF SOUTH CAROLINA            )  
  )  
COUNTY OF BEAUFORT                )           AFFIDAVIT TO RECORD

IN RE:           Pinecrest Property Owners Association, Inc.

The attached documents are being recorded to comply with the South Carolina Homeowners Association Act, Title 27, Chapter 30, Section 110, et. seq., South Carolina Code of Laws (1976), as amended.

- Policy for Homeowners Participation at Meetings of the Pinecrest Board of Directors (Revised June 16, 2021)

Pinecrest Property Owners Association, Inc.

By:           *Charles David Eklund*          

          CHARLES DAVID EKLUND            
(Printed name)

Its:           Board President          

SWORN TO BEFORE ME

On this 21 Day of July, 2021.

          *Tasha Ard*            
Notary Public for South Carolina  
My Commission Expires: May 22, 2023





## **Policy for Homeowners Participation at Meetings of the Pinecrest Board of Directors**

(ADOPTED: 12/2018)  
(REVISED 06/16/2021)

The following Policy regarding homeowners participation at meetings of the Board of Directors shall apply to all members who are not Directors and who wish to speak at Board Meetings (except those portions of meetings held in Executive Session). This policy shall be part of the governing documents of the Pinecrest Homeowners Association.

### **BUSINESS PURPOSE**

Meetings of the Board of Directors are for addressing and conducting the Association business. While owners are invited and encouraged to attend all Board Meetings (except for those portions held in Executive Session) members do not have the right to call out, disrupt or interfere with the orderly process of the meeting. This policy is intended to clarify the owners' rights to participate in the meetings.

### **AGENDA ITEMS**

Association members may request that items be placed on the Agenda for Board discussion at a regularly scheduled Board meeting by submitting their item to the Board in writing at least 15 days in advance of the meeting. The Board has the discretion to establish the agenda and reserves the right to deny an owner's request to place an item on the agenda if they deem it does not constitute legitimate Association business, has been previously addressed and disposed of by the Board or if time constraints do not permit adding additional items to the Agenda.

### **RIGHT OF MEMBERS TO SPEAK AT BOARD MEETINGS**

- **Homeowners Forum** – Unless otherwise noted on the meeting notice, regular meetings of the Board of Directors will commence at 4:30 pm. Any member of the Association may speak at any meeting of the Association or the Board except for meetings of the Board held in Executive Session. The Board provides a time for members to speak during the "Homeowners Forum". The "Homeowners Forum" is at the end of the Board Meeting. Each member, who chooses to, will be allowed up 3 minutes to address the Board.
- **Right to Speak During the Board Meeting** – Except for members speaking during the Homeowner's Forum, persons who are not Directors are not entitled to speak during any portion of the Board Meeting unless invited to do so by a majority of the Board members in attendance.

### **CONDUCT OF MEMBERS SPEAKING AT BOARD MEETINGS**

- **Speaking to the Board** – Upon being recognized by the presiding officer, a member may stand (provided the member is physically able to do so) and make his or her statement to the Board. Once the 3-minute time limit has been reached, the presiding officer will notify the member that the time limit has expired, and the member shall cease to speak.
- **Improper Conduct** – Board Members and members shall not speak in a raised voice use vulgar, threatening or insulting language or gestures when speaking. Neither shall the member approach the table at which the Directors are seated unless invited to do so by the presiding officer. Any such conduct shall be grounds for immediately terminating the members right to speak further at the meeting and may give rise to further disciplinary proceedings authorized under the governing documents of the Association.