

TALL PINES HOMEOWNERS ASSOCIATION BY-LAWS

The NAME shall be, TALL PINES HOMEOWNERS ASSOCIATION, sometimes referred to as the T.P.H.O.A. MEMBERSHIP shall be limited to property owners within the "subdivision" known as TALL PINES PLANTATION. The Tall Pines Tax District will govern the actual boundaries.

The PURPOSE of this organization will be to work to maintain the property owner's investment enforcing the covenants and maintaining the property of the TALL PINES SPECIAL TAX DISTRICT, also referred to herein as the TALL PINES PLANTATION. The T.P.H.O.A. will provide the SPECIAL TAX DISTRICT with an annual budget as proposed to maintain the Tall Pines Plantation Property, as prescribed by Ordinance #91-8-24 of Berkeley County Ordinances.

In order to be eligible to run and be elected for any OFFICERS position, PRESIDENT, SECRETARY, TREASURER, 1ST VICE PRESIDENT, OR 2ND VICE PRESIDENT the homeowner must have attended at least 6 homeowners meetings between January thru December to be nominated for any position. Nominations will be accepted starting at the January meeting and ending in the February meeting. No nominations will be accepted at the March meeting since the election will be held in this meeting. The attendance of the meetings will be monitored by the sign in sheets at all Homeowners Meetings. It is the responsibility of the OFFICERS in office at the time to have these sheets available and saved with the minutes of said meetings.

The TALL PINES HOMEOWNERS ASSOCIATION shall elect five HOME OWNERS to serve as OFFICERS. Under these BY-LAWS, the first election will elect two officers to terms of two years and three officers to terms of one year. After the first election, each year there will be an election of Officers. Secretary, Treasurer and 2nd Vice President will be elected together and the President and 1st Vice President will be elected the following year. This rotation will help the HOA to have an experienced Official on the Board at all times. Shall a vacancy occur during the elected term of an Officer, the remaining elected Officers shall appoint a Home Owner to fill the vacancy for the remainder of that term.

The OFFICERS shall hold The Home Owners Meetings in January, February, March, April, May, June, September, October and November. The meetings shall be held in the Community Center, 181 Tall Pines Road unless otherwise advertised in the Newsletter, website, and/or informational signs at the 3 entrances.

The OFFICERS will administer the affairs of the TALL PINES HOMEOWNERS ASSOCIATION including, but not limited to: developing a plan for administering the Community, creating an annual budget, maintaining the area of the TALL PINES SPECIAL TAX DISTRICT, and making needed improvements.

The OFFICERS of the TALL PINES HOMEOWNERS ASSOCIATION shall appoint six (6) residents to assist and advise the Officers. These residents shall serve as CHAIRPERSONS of various committees needed to operate the affairs of the TALL PINES HOMEOWNERS ASSOCIATION.

The COMMITTEES shall include, but not be limited to:
CIVIC COMMITTEE
POOL COMMITTEE
SCHOLARSHIP COMMITTEE
CRIMEWATCH COMMITTEE

WELCOME COMMITTEE
MAINTENANCE COMMITTEE
SOCIAL & RECREATIONAL COMMITTEE

MEMBERS of these committees shall be appointed by the Chairperson of each committee and each committee shall be limited to no more than five members except for the **CRIMEWATCH COMMITTEE** which will have as many members as the **CHAIRPERSON** needs to maintain patrols in the community. Each committee shall be responsible for overseeing the operation of their area of responsibility and developing a budget, to be approved by the Officers for inclusion into the master budget. **MEMBERS** will serve from year to year, as will the **CHAIRPERSONS**. All committees shall operate under Robert's Rules of Order and be responsible to the Officers of the **TALL PINES HOMEOWNERS ASSOCIATION**. All appointees of the Officers shall serve at the will of the Officers. If a Chairperson has to be removed from their position it can be done by the majority vote of the Officers on the Board. Reason for this removal has to be submitted to the Board.

The **OFFICERS** shall have authority to appoint all other persons needed to operate the affairs of the **TALL PINES HOMEOWNERS ASSOCIATION**. All amendments to the By-Laws should have a majority vote.

PRESIDENT: Ex-officer member of all committees, serves as chairperson at meetings, provides leadership, direction, make appointments, and act as spokesperson for the H.O.A.

1ST VICE PRESIDENT: Oversee the Maintenance and Social & Recreation Committees. Oversee the bidding of job request for repairs and maintenance of the **TALL PINES SPECIAL TAX DISTRICT**.

2nd VICE PRESIDENT: Oversee the Civic & Welcome Committees.

TREASURER: Responsible for maintaining all of the accounts and financial reports.

SECRETARY: Responsible for recording the minutes of the officers, maintain all records, and handling all communications.

CIVIC COMMITTEE: Handle enforcement of covenants and other legal matters.

POOL COMMITTEE: Responsible for maintaining and managing the Pool and rental of Club House.

SCHOLARSHIP COMMITTEE: Responsible for accepting and reviewing applications for scholarships and enforcing the rules and regulations for said scholarships.

CRIMEWATCH COMMITTEE: Responsible for planning and scheduling of Safety patrols in the community.

WELCOME COMMITTEE: Responsible for welcoming new residents to Tall Pines Plantation.

MAINTENANCE COMMITTEE: Responsible for planning and maintaining the buildings, streets, roads, drainage, maintaining the parks, lands, and other properties.

SOCIAL RECREATION COMMITTEE: Responsible for social events, fund raisers, community activities, monitoring/scheduling events for the parks and playgrounds.

All Committees will keep minutes of their meetings and monthly financial statements.

Tall Pines
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Bylaws