

**Pine Ridge BoD**  
**Workshop items of Discussion**

---

**Date: 2/8/2023   Time: 9:00 am   Location: Community Center PR**

---

**Board:**

John Hyde – President  
William Miller – Vice President  
Wayne Tuch – Treasurer  
Sue Wassermann – Secretary  
Mike McCoy – Director

**Scope**

Planning and analysis of issues related to Pine Ridge POA

**Meeting Goals / Purposes / Objectives**

Develop ideas for improving the operations and communications for Pine Ridge POA.  
Develop upcoming Board Meeting Agenda.

	Updates	
	Blue Stream _Draft contract received	John / Wayne
	486 signs	Gail/Lori
	Survey and Petitions on referendum question	
	Review and update entire Community Facilities Operations Policy	Bill/Sue
	Policies to develop	Sue
	Business Continuity plan Task for admin staff and manager have been identified, working on organization. Trying to work through password challenge, will be consulting vendors and Legal – <i>John to move forward with attorney consult for best practices</i> Will be working with consultant on job descriptions , I'd like to discuss with legal for best practices.  Review attorney's opinion  Discuss milestones - <i>Sue to work with Gail on Milestone implementation</i>	John/Sue/ Wayne
	Annual Calendar initial draft of annual calendar received Transfer to dynamic calendar. <i>Lori will have one for the maintenance side shortly <b>John to check with Lori on update</b></i>	John/Gail
	Barn/Security Room – A/C- quote and Surge protection	Wayne / Bill
	Dick's /Gulf to lakes update	John /Wayne

	Insurance review and quote – <b><i>Policies in the hands of two Brokers, Brown &amp; Brown (Tampa), and McGriff (Ocala)</i></b>  <b><i>Should have quotes from B&amp;B and Hagar shortly</i></b>	Wayne /John
	Review Board Minutes Dec Board meeting	Sue
	Feasibility, justification and plan for assistant CAM manager for PR Review scope doc.	John
	Pickell Ball Tennis – Registration system / survey	Bill/John/Keith
	By-Laws review and passage	all
1.	External Affairs Committee Chair	Board
Action item	<b><i>Recruit</i></b>	John
2	Security Guards for CC	Wayne
Action item	<b><i>Check Security system</i></b>	Wayne
3	<b>Payroll reporting</b>	John /Wayne
Action item		
4	Finance Committee <b><i>Recruit and Meet</i></b>	
Action item		
5	Changes to Employee handbook Vacation	
Action item		
6	Rules around disbursement of Bonus Pool	
Action item		
7	Doig Run Committee Report /request	John
Action item		
8	Boiler plate contract and contract process	All
Action item		
9	20 A/C ton unit	Wayne
Action item		

<b>10</b>		
<b>Action item</b>		
<b>11</b>		
<b>Action item</b>		
<b>12</b>		
<b>Action item</b>		
<b>14</b>		
<b>Action item</b>		