

**HILTON HEAD PLANTATION PROPERTY OWNERS
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, MAY 26, 2020
9:00 AM – PLANTATION HOUSE**

I. CALL TO ORDER:

President Lois Wilkinson called the meeting to order at 9:03 AM.

Present were:

Lois Wilkinson
Jon Heron
Jim Lucas
Ann Schwab
Audrey King
David Pollock
Lori Schmidt
Betsy Weppner

Absent were:

Jordan Berliner (with notice)

Staff Members:

General Manager:	Peter Kristian
Assistant General Manager:	Todd Lindstrom
Recording Secretary:	Sharon P. White

II. PRESIDENT'S REMARKS

President Lois Wilkinson:

- Thanked everyone for coming to the meeting and noted that she was glad that we have the space to continue to have the monthly meetings. She noted that hopefully we will get back to normalcy soon.

III. APPROVE BOARD MINUTES

Lori Schmidt made a motion to approve the April 28, 2020 Board Meeting Minutes as corrected. Betsy Weppner seconded, and the motion passed unanimously.

IV. FINANCIAL REPORT

Todd Lindstrom gave a brief discussion on April Financial and the impact of the Coronavirus on revenue on the income.

**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES OF
MAY 26, 2020**

V. GENERAL MANAGER'S REPORT

- Staff is adjusting to a new "normal" with the Coronavirus.
- Our advertising revenue for *Plantation Living*:

	<u>2019</u>	<u>2020</u>
January	\$13,650	\$12,950
February	\$13,875	\$13,415
March	\$14,720	\$14,575
April	\$16,025	\$14,655
May	\$14,545	\$11,980
June	\$14,845	\$10,980+

- Thus far in 2020, we have collected \$153,047 in Capital Transfer fees.
- A Community Hurricane Meeting has been scheduled at the Plantation House for Thursday, June 25, at 6:00 PM. Thomas Dunn, the Town of HHI's Emergency Management Coordinator, will be giving a presentation on hurricane preparedness to the residents.
- Staff is working on the 2021 Reserve Budget for presentation to the Board.
- The staff has begun the process of redesigning the POA's Website. Leah Davis is soliciting photos from residents for possible use on the POA new Website. Photo submission would be due by July 27, 2020. Photos not selected for the Website will be considered for possible inclusion on our Instagram account.
- Noted the Trustees for the Hilton Head Conservancy Foundation held their Annual Meeting on Tuesday, May 19, 2020. The Foundation has accumulated over \$218,000, which places the organization in an excellent financial position. A copy of the Draft Minutes of the Conservancy Foundation's Annual Meeting is included in the Board Packet.
- The Deerfield Road drainage project is slated to begin in June.
- Staff has work on several small drainage projects.

**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES OF
MAY 26, 2020**

- Staff set up cameras at Spring Lake tennis courts to try to catch youngsters using the courts as a slip and slide while watering in the evening.
- With the increased number of residents using our facilities due to the Town closure of parks and beaches, the furloughed workers, and youngsters at home, many residents have discovered some HHP amenities for the first time. One such amenity, the Hickory Forest Boardwalk, became so popular we needed to add to the parking area to accommodate vehicular traffic. If the use subsides as outside amenities reopen, and folks go back to work, we will consider reducing the size of the parking area to its original designation.
- Installed landscape timbers Cygnet Court / Spring Lake Tennis overflow parking to help manage traffic flow and wear and tear of the turf.
- **2020 ASSESSMENTS** – As of May 19, we have collected and posted \$5,428,871 in assessments. Bear Creek Golf made a \$10,000 payment as promised. We also collected full payment on the Swimmer account.
- The Rob Ingram concert has been rescheduled for Thursday, September 3 from 6:00 – 8:00 PM at the Dolphin Head. The rain date is scheduled for September 10, same time same place.
- There was a Community Blood Drive held on Monday, May 11, from 10:00 AM to 4:00 PM at the Plantation House parking lot (inside the OneBlood Big Red Bus). Great news is – we filled every appointment slot available.
- We are making plans for July 4th – HHP Day with the help of Fun Time. The event is scheduled at the Plantation House from 12:00-3:00 PM on Saturday, July 4th, and will kick off with the Patriotic Parade. Fun Time will be bringing two tents to help provide shade, and they will also be bringing all the equipment and game rentals, including the Dunk Tank, the Tropical Waterslide, the Claw Box, the Money Vault, as well as the Pig Racers. New activities include the Western Shootout game, Bubble Breeze, Spin the Wheel, and the Bushel Basket Toss. Deejay George Grady will also be playing music for us throughout the event.
- The Deas-Guyz Concert is scheduled for Tuesday, July 21, from 7:00-9:00 PM at the Plantation House parking lot. The rain date has been scheduled for the following day – Wednesday, July 22 – same time/place.

**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES OF
MAY 26, 2020**

- We are making plans for July 4th – HHP Day with the help of Fun Time. The event is scheduled at the Plantation House from 12:00-3:00 PM on Saturday, July 4th, and will kick off with the Patriotic Parade. Fun Time will be bringing two tents to help provide shade, and they will also be bringing all the equipment and game rentals, including the Dunk Tank, the Tropical Waterslide, the Claw Box, the Money Vault, as well as the Pig Racers. New activities include the Western Shootout game, Bubble Breeze, Spin the Wheel, and the Bushel Basket Toss. DeeJay George Grady will also be playing music for us throughout the event.
- The Deas-Guyz Concert is scheduled for Tuesday, July 21, from 7:00-9:00 PM at the Plantation House parking lot. The rain date has been scheduled for the following day – Wednesday, July 22 – same time/place
- Fitness classes, with the exception of Water Aerobics; have restarted with adaptations and a requirement that all participants sign a waiver.
- We currently have six (6) returning Kids Kamp counselors, one (1) returning Kids Kamp substitute counselor, one (1) returning Kids Kamp Director (from several years ago) and three (3) returning Lifeguards (including Lindsay – our Head Guard).
- Kids Kamp registration is underway. We currently have 81 kids enrolled as full session sign-ups and an additional 44 kids for weekly sign-ups for a grand total of 125 kids enrolled, which is down 29% from last year. In early May of last year, we had a total of 177 kids enrolled.
- 54 Deerfield has been brought into compliance and 1 Oyster Reef Coved has been sold and is being repaired.

Monthly Revenue ARB

- Administrative Approval Fees - \$550
- Total ARB Fees collected - \$1,650
- ARB Fines collected - \$100
- Tree Mitigation collected - \$405
- Tree Permits collected - \$1,250

Monthly Revenue Covenants

- Covenant Fines issued - \$3,325
- Covenant Fees collected - \$2,075

**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES OF
MAY 26, 2020**

- Crime continues to be very low.
- A decision was made to cancel the May 28, Coffee with Peter. As the governor has not altered the guidelines on large social gatherings.
- JS Construction is scheduled to start work on the resurfacing of a section of Seabrook Drive in June.
- David Mills held a meeting with the affected Deerfield Road residents regarding a Town Drainage project that will commence shortly.
- A test area for a new asphalt rejuvenator has been installed in front of the Security building on Surrey Lane.
- The presentation and ceremonial parts of the 2020 Annual Meeting are rescheduled for Saturday, July 25, 2020, at the Plantation House.

VI. ACCEPTANCE OF ACTION LIST

Jim Lucas made a motion to accept the Action List as presented. Jon Heron seconded, and the motion passed unanimously.

VII. ACTION LIST

A. Bid Item(s):

1. Consider the Cypress Cart Barn project.

Ann Schwab made a motion to approve the proposed cart barn for the Cypress as presented. The General Manager will send a letter to the Cypress on behalf of the Board. Betsy Weppner seconded, and the motion passed unanimously.

B. Decision Item(s):

1. Consider the CDC Guidelines for opening the Spring Lake Pool.

Betsy Weppner made a motion to approve moving forward in reopening the Spring Lake Pool with the appropriate safety measures and staff are in place in accordance with HHP Pool Guidelines. The reopening date is still pending. David Pollock seconded, and the motion passed unanimously.

**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES OF
MAY 26, 2020**

2. Consider opening Kids Kamp.

Jon Heron made a motion to approve opening Kids Kamp as scheduled, which is Monday, June 15. Betsy Weppner seconded, and the motion passed unanimously.

VIII. COMMITTEE REPORTS

The Committee Reports were accepted as a group.

IX. PROPOSED NEW BUSINESS ITEMS

No new business was presented.

X. EXECUTIVE SESSION

Lori Schmidt made a motion that the Board go into Executive Session and the Audrey King seconded and the Board went into Executive Session at 10:27 AM.

Lori Schmidt made a motion that the Board come out of Executive Session and the Ann Schwab seconded and the Board came out of Executive Session at 10:44 AM.

XII. ADJOURNMENT

Audrey King made a motion to adjourn the Board meeting. Ann Schwab seconded, and the meeting adjourned at 10:45 AM.

Lois Wilkinson

Ann Schwab