

**HILTON HEAD PLANTATION PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, DECEMBER 6, 2022
9:00 AM – POA SERVICE CENTER**

I. PRE-AUDIT MEETING – 8:30 AM

President Lori Schmidt called the meeting to order at 8:30 AM.

Present were:

Lori Schmidt
Ed Schottland
Carlton Dallas
Jon Heron
Jordan Berliner
Rex Garniewicz
David Pollock
Ann Schwab
Betsy Weppner

Staff Members:

General Manager:
Assistant General Manager:
Recording Secretary:

Peter Kristian
Todd Lindstrom
Sharon P. White

Finance Committee Members:

Jerry Cutrer
Jeff Heslop
Paul Lambdin
Doug Larkin
Keith Schlegel
Cynthia Taylor
William Zurilla

Auditor(s):

Robert Tilton, Director of Assurance Services Group
WebsterRogers, LLP
Matt Bernstein, WebsterRogers Auditor

II. PRE-AUDIT NOTES

Assistant General Manager, Todd Lindstrom introduced Mr. Robert Tilton and Matt Bernstein of WebsterRogers, LLP. Robert Tilton noted that he will be overseeing Matt and Emily the Auditors that will be working both in office and virtually on the 2022 Audit. Mr. Tilton gave a brief overview of the Audit industry changes.

1. It was noted that Revenue Recognition and leasing will be a focus of the Audit.
2. It was noted that the audit will need to be available for publication before the Annual Meeting.
3. The Board and members of the Finance Committee were given the opportunity to address the Auditors with any questions or concerns.

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III. CALL BOARD MEETING TO ORDER:

President Lori Schmidt called the Board Meeting to order at 8:50 AM.

IV. PRESIDENT REMARKS

President Schmidt:

- Remind everyone about the Board Holiday Social to be held at her home. Noted several areas where they could park their vehicles.

V. APPROVE BOARD MINUTES

Jon Heron made a motion to approve the October 25, 2022, Board Meeting Minutes as corrected. Carlton Dallas seconded, and the motion passed unanimously.

VI. FINANCIAL REPORT

Todd Lindstrom gave a brief presentation on the financials. He noted that Commercial Decals and Tennis continues to be strong. ARB fees have dropped, also noted that on the Revenue side we are \$241K to the good and on the Expense side we are slightly under for the month.

VII. GENERAL MANAGER'S REPORT

- Staff is in full planning for winter activities.
- Our advertising revenue for *Plantation Living*:

	<u>2021</u>	<u>2022</u>
January	\$12,305	\$15,190
February	\$10,800	\$13,915
March	\$12,675	\$14,425
April	\$12,710	\$15,590
May	\$12,660	\$14,545
June	\$14,460	\$13,465
July	\$14,845	\$11,660
August	\$14,935	\$12,385
September	\$14,190	\$12,530
October	\$15,450	\$11,060

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November	\$16,055	\$11,320
December	\$15,160	\$11,115++

- Thus far in 2022, we have collected approximately \$583,644 in Capital Transfer Fees.
- The Charles and Waterway Gardens continue to make progress. Thus far, no Townhomes at the Waterway Gardens location have been placed under contract.
- Board President Lori Schmidt will be hosting this year’s Board Holiday Social on Tuesday, December 6 from 6:00-8:00 PM.
- The Volunteer Party is scheduled for Friday December 2, 4:00-6:00 PM at the Spring Lake Pavilion. The POA Service Center and Scheduling offices will close at 3:00 PM.
- The Lazy River’s failed impeller has been replaced and is now operational.
- Some paving corrections are still pending. Many cut and fill repairs are still in process.
- We may need to perform a winter beach renourishment depending on weather conditions.
- We continue to work with JS Construction, Fraser Construction, and the Town of Hilton Head Island on a drainage improvement that was mandated by the Town in conjunction with the Bayshore Cottage project.
- LeAnn Barrett is offering two different classes – one on Monday, November 28, on Calligraphy and one on Monday, December 5, on creating smaller Christmas gift cards or a single holiday painting. Both classes will be held from 4:30 – 7:00 PM at the Plantation House. The cost to sign up is \$75 for both classes and \$45/class. She currently has 6 participants registered for the 11/28 class and 6 participants for the 12/5 class.
- LouAnne Kalita is offering a Holiday Card Painting Workshop on Thursday, December 8, from 9:30 AM to 4:00 PM at the Plantation House. Cost is \$65/participant which includes 6 cards and 6 images. So far 3 participants have registered.

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- The Hilton Head Big Band will be performing a Christmas Concert for the community on Saturday, December 3, from 2:00-4:00 PM at the Plantation House parking lot. This will be a FREE event. In case of inclement weather, however, this concert will be moved indoors to the Plantation House which will have limited seating (first come, first served).
- We are teaming up with the Collette travel group to plan a special HHP group trip to Iceland in 2023. The tour name – “Iceland’s Magical Northern Lights” Tour is scheduled for January 28 through February 4, 2023.
- Our final seminar for this year will be the “Home Insurance in Our Coastal Region” Seminar scheduled for 10:00 AM on Tuesday, December 6, at the Plantation House. Chandler Jackson, Zach Ellis, and Wayne Bidelman from Crawford Insurance will talk to the homeowners about our special coastal area and what individuals can do to ensure they have the best insurance coverage and at the best possible level. They will also discuss having the right insurance program in place for all perils including hurricanes, wind/hail, and flood.
- On Saturday, December 10, we will be teaming up with the Palmetto Coastal staff to offer three Holiday Hayrides throughout the Plantation – 6:00 PM, 7:15 PM, and 8:30 PM. Cost is \$7/person, sign-ups began in October. In case of inclement weather, we will move this event to the following day – Sunday, December 11. Same times.
- The Kids Holiday Party is scheduled for 1:30 PM, Sunday, December 11. Arrangements have been made to have Mr. Puppet return for a fun puppet show, and we will also be offering a variety of Christmas crafts, light refreshments, and a visit from Santa Claus. Parents who would like to sign up their child/children will need to register by bringing in a gift ahead of time (deadline Thursday, December 8) with their child’s name written on the gift. It will then be given to the child at the party by Santa.
- ARB - Approved eight (8) submissions in October and November 2022.
- The Security and Safety Committee considered a proposal to possibly sanction commercial properties for leaving businesses unsecured. After consulting with legal counsel, we have been advised that the Board does not have the authority to fine for such behavior. However, the Board, if they desire, may suspend building checks after an appropriate number of buildings are left unsecured during a specific timeframe. We do not recommend this tactic as a measure.

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- **Monthly Revenue ARB and Covenant – October/November 2022**

New Construction:	1
YTD New Construction:	6
Building Permits Issued:	121
YTD Permits Issued:	624
Tree Permits Issued:	90
YTD Tree Permits Issued:	545

ARB – October & November 2022

Review Fees	\$1,950
YTD Fees	\$50,950
Tree Permit Fees	\$1,500
YTD Fees	\$10,475
Tree Mitigation Fees	\$720
YTD Fees	\$7,227

Covenants – October & November 2022

Covenant Fines	Residential	Commercial	Total
Fines Levied	\$1,475	\$2,625	\$4,150
Fines Collected	\$525	\$1,825	\$2,350
YTD Issued:	\$20,575		
YTD Collected:	\$18,500 <i>(includes fees from 2021)</i>		

- The Board had authorized on a trial basis the use of a certain part of the Surrey ballfields between the hours of 7:30-9:30 AM, Monday-Sunday for residents to exercise their dogs off leash. Dog owners were responsible to pick up after their pets and for the behavior of their pets. This trial was for a two-month period beginning on October 1 and running through November 30, 2022. We experienced a very good result with this experiment, and recommend the program be continued.
- The HHP hosted a Mayoral Forum on Monday evening November 14. Over 250 individuals attended the Forum.
- Staff has consulted with our Coastal Engineering contractor representative Fran Way regarding the progress they are making on our Inland Navigation Project, extension of the Boardwalk and turn over to the Town of Pine Island Beach renourishment in 2025.
- Rex Garniewicz, the Executive Director of the Coastal Discovery Museum was our special guest for our November 17, Coffee with Peter.

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- We have been informed that the Whitestone Holding LLC, has withdrawn its application for rezoning from the Town of Hilton Head Island.
- Noted we may have an Eagle Scout that may be interested in an Oyster Reef project for Pine Island Beach.

VII. ACCEPTANCE OF ACTION LIST

Carlton Dallas made a motion to accept the Action List as presented. David Pollock seconded, and the motion passed unanimously.

VIII. ACTION LIST

A. Bid Item(s):

1. Consider the bid for resurfacing six Spring Lake Tennis Courts.

Carlton Dallas made a motion to approve the bid from Welch Tennis Courts in the amount of \$15,950 to be funded from the Repair and Replacement Fund. Ed Schottland seconded, and the motion passed unanimously.

2. Consider the bid for Pine Island Beach Renourishment.

Carlton Dallas made a motion to approve allocating an amount not to exceed \$123,000 to Desimone Construction for the renourishing Pine Island Beach and the bluff revetment. Jordan Berliner seconded, and the motion passed unanimously.

IX. DOLPHIN HEAD RENOVATION PROJECT

The Dolphin Head Project continues to take shape, rough-in plumbing has been installed for the new building and the concrete has been poured. The steel shell has also been assembled. We are still working on mitigation for the sensitive parts of the site that may contain additional artifacts.

X. UPDATE ON DRIFTWOOD EATERY PROPOSAL

Driftwood Eatery withdrew their application for rezoning.

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XI. COMMITTEE REPORTS

Jordan Berliner made a motion to accept the Committee minutes as presented. Betsy Weppner seconded and the committee minutes were accepted.

XII. PROPOSED NEW BUSINESS ITEMS

There was no new business proposed.

XIII. EXECUTIVE SESSION

Jon Heron made a motion to go into Executive Session at 10:01 AM. Carlton Dallas seconded, and the Board went into Executive Session.

Jordan Berliner made a motion to come out of Executive Session at 10:16 AM. Jon Heron seconded, and the Board came out of Executive Session.

XVI. ADJOURNMENT

Jordan Berliner made a motion to adjourn the Board meeting. Dave Pollock seconded, and the meeting adjourned at 10:16 AM.

Lori Schmidt, President

Carlton Dallas, Secretary