

**HILTON HEAD PLANTATION PROPERTY OWNERS
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, SEPTEMBER 27, 2022
9:00 AM – POA SERVICE CENTER**

I. CALL TO ORDER:

President Lori Schmidt called the meeting to order at 9:15 AM.

Present were:

Lori Schmidt
Ed Schottland
Carlton Dallas
Jon Heron
Jordan Berliner
Rex Garniewicz
Dave Pollock
Betsy Weppner

Absent were:

Ann Schwab

Staff Members:

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

II. PRESIDENT'S REMARKS

President:

- Apologized for being a little late.

III. APPROVE BOARD MINUTES

Carlton Dallas made a motion to approve the August 23, 2022, Board Meeting Minutes as presented. Jon Heron seconded, and the motion passed unanimously.

IV. FINANCIAL REPORT

Todd Lindstrom gave a brief presentation on HHP Financials. He noted that HHP is about \$233K to the good in revenue and \$100K to the good in expenses. It was also noted that the facilities are down a little, however, Commercial decals, and Tennis continues to do well. There was a spreadsheet passed out for information only on HHPPOA Assessment History.

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V. GENERAL MANAGER'S REPORT

- Staff has finalized a draft 2023 budget for the Board's consideration.
- 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	\$10,700

- Thus far in 2022, we have collected approximately \$456,190 in Capital Transfer Fees.
- The Pool is scheduled to close on October 31.
- *Plantation Living* advertising has started to pick up as we move out of prime tourist season.
- The Charles and Waterway Gardens continue to make progress. Thus far no Town Homes at the Waterway Gardens locations have been placed under contract.
- The Security Department is working with the Island Rec Center on plans for the 2022 Turkey Trot.
- The consolidated and updated Strategic Plan is attached for the Board's information. This item will be on the Board October agenda for consideration.

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- The striping work at the Main Gate has been completed.
- Work was completed on a repair to a clogged drainage line on King Rail Lane. The culprit was a root that had managed to find an opening in a pipe joint and then filled the area with a root mass.
- We are working with JS Construction, Fraser Construction, and the Town of HHI on a drainage improvement that was mandated by the Town in conjunction with the Bayshore Cottage project. (attachment)
- This fall we will be working with culinary instructor, Mary Kay Gill, to offer a "Lunch & Learn" Chef Demonstrations at the Spring Lake Pavilion. Mary Kay will be offering 3 separate classes on Monday, September 19 (Cooking with Herbs); Friday, September 30 (Side dishes starring late season vegetables); and Monday, October 17 (Whole Grain Goodness) from 11:00 AM to 1:00 PM each day. Cost to participate is \$55/person per class. We currently have 10 people signed up for the 9/19 class, 13 people for the 9/30 class, and 5 people for the 10/17 class.
- The annual Trash & Treasure Sale is scheduled for Saturday, October 1, from 11:00 AM to 2:00 PM at the Plantation House parking lot. In case of inclement weather, the sale will be moved to the following Saturday, October 8. Same time. Details are still underway with arranging two food trucks to sell concessions throughout the event and two charitable organizations to come and pick up donations for AFTER the sale.
- On Saturday, October 22, we will be hosting a Trunk-or-Treat Tailgate Party at the Plantation House parking lot from 4:00-6:00 PM. In case of inclement weather, we will move the event to the following day – Sunday, October 23 – same time/place. This is a FREE event, but we are encouraging residents to sign up to participate if they want to have a trunk reserved to pass out candy to the kids. Prizes will be awarded for a variety of categories, including best-decorated trunk and best theme. We will have inflatables from Firehouse Nutz Extreme Events, and we will also have a pumpkin patch for kids to pick up a pumpkin.
- 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.

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- Kay Gill is offering an evening cooking class on Thursday, October 6, called Hungry for Healthy Inspiration. The menu includes roasted Mary chickpea snacks, maple mustard salmon en papillote, roasted Brussel sprouts, orange almond wild rice blend, and sheet pan lemon salmon with potatoes, artichokes, and fennel. The class will be held from 5:30-7:30 PM at the Spring Lake Pavilion, and the cost is \$40/participant. The class minimum is 15 participants, and the class maximum is 30 participants. Ginny Pettinichi will be assisting Mary Kay as she is a Registered Dietician/Nutritionist.
- We will be offering Holiday Photo Mini-Sessions this fall with the help of Stephanie Dunn and Be Still My Heart Photography. Stephanie will be offering opportunities for families to get their family portraits taken on Tuesday evenings this fall. Dates include Tuesdays, September 20 & 27 and October 4, 11, 18, & 25. In case of inclement weather, the photoshoot may be moved to the following Thursday. Dates for rain dates include Thursdays, September 22 & 29, and October 6, 13, 20, & 27. We will take reservations for up to 5 families per date starting approximately 6:00 PM. Each family will have a 10-minute window for pictures. Session cost is \$175/family, and families will be asked to meet at the Hickory Forest Boardwalk.
- Also scheduled for this fall is a series of photography classes for beginners. We will be working with professional photographer Michele Hutchison to offer a series of classes entitled "From Capturing Pictures to Creating Images" – Photography Classes for Beginning Photography Enthusiasts on Fridays from 2:00-4:00 PM at the Spring Lake Pavilion in October. Dates include October 7, 14, 21, & 28. Cost is \$139/person for the entire session. A minimum of 6 participants is needed to have this series of classes, and sign-ups began in September.
- The annual Halloween Pet Parade is scheduled for Thursday, October 27, at 5:00 PM at the Plantation House parking lot. Residents are encouraged to dress up their pet(s) in zany Halloween costumes and enter them in our pet parade. Prizes and ribbons will be awarded in various categories. We are asking everyone who would like to participate to please bring a canned food item to be distributed to a family in need at Christmas time. In case of inclement weather, we will move this event to Friday, October 28. Same time/place.

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- Arrangements are in the works to offer two dates of Flu Shot Clinics with the help of CVS Pharmacy. Dates that have been reserved at the Plantation House include Wednesday, October 5 and Wednesday, October 19. The clinic will be offered from 8:30 AM to 2:30 PM both days. More details to come.
- We will be offering two Knife-Sharpening Events with Tom Stevens of Sharper Edges on Monday, October 17 and Monday, November 14. There will be a maximum of 25 appointments made for each day, and residents should drop off their knives to the Plantation House between 8:30-11:00 AM on the day of their appointment. Tom will collect payment the day of from each participant, and pricing varies based on the item. He will then contact the resident once the items are ready for pick-up.
- ARB - Approved five (5) Submissions in August 2022.

- **Monthly Revenue ARB and Covenant – August 2022**

New Construction:	0
YTD New Construction:	4
Building Permits Issued:	45
YTD Permits Issued:	457
Tree Permits Issued:	37
YTD Tree Permits Issued:	409

ARB – August 2022

Review Fees	\$1,700
YTD Fees	\$37,125
Tree Permit Fees	\$725
YTD Fees	\$8,000
Tree Mitigation Fees	\$667
YTD Fees	\$4,999

Covenants – August 2022

Covenant Fines	Residential	Commercial	Total
Fines Levied	\$1,300	\$900	\$2,200
Fines Collected	\$800	\$350	\$1,150
YTD Issued:	\$16,300		
YTD Collected:	\$14,900	<i>(includes fees from 2021)</i>	

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- Security dealt with a mailbox vandalism issue where approximately 23 mailboxes were vandalized in the Crooked Pond area and on Angel Wing Drive. We have Identified a suspect in this case.
- The Security and Safety Committee approved a proposal to fine commercial properties for leaving businesses unsecured. Each Golf Course was sent a warning letter regarding what will happen if they cannot train their employees on how to secure their building. The letter gives each Golf Club a two (2) month period to improve their operations. Security will readdress the issue after this two-month trial.
- The Dolphin Head project continues to make progress. During the excavation of the footings for the picnic shelter various small artifacts were found by the archaeologist assigned to the task. The only items found intact was a 1789 ½ penny. Joe Nix has graciously indicated that he is willing to fund a kiosk to display the uncovered artifacts in the amount of \$15,000. Mr. Nix will work with the Town on a revision of the permit to allow the kiosk. This may also be an opportunity to tell the rich history of the land which was home to the Myrtle Bank Plantation.
- 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. (attachment)
- State Senator Tom Davis will be our special guest for our September 29, Coffee with Peter.
- **5 Waterway Lane** - The ARB reviewed an application from Whitestone Holding LLC. Whitestone Holding asked the Board to review their zoning application to the Town to construct 12 residential units at 5 Waterway Place presently the location of the Driftwood Eatery.

VI. ACCEPTANCE OF ACTION LIST

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

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VII. ACTION LIST

A. Decision Item(s):

1. Consider the Minimum and Maximum assessment recommendation for 2023.

Carlton Dallas made a motion to approve the 2023 Minimum and Maximum Schedule with the suggested increase of 5%. The Minimum assessment for an improved lot was set at \$1,232 and Maximum at \$2,458. The Minimum assessment for an unimproved lot was set at \$736 and Maximum at \$1,475. Ed Schottland seconded, and the motion passed unanimously.

2. Consider the proposed draft 2023 Budget.

Jon Heron made a motion to approve the 2023 Budget as presented and set the 2023 assessment for an improved lot at \$1,261 and unimproved lot at \$757, if paid in cash or by check on or before January 31, 2022. For credit card payments the annual assessment for an improved lot will be \$1,286 and \$772 for an unimproved lot. Carlton Dallas seconded, and the motion passed unanimously.

VI. UPDATE ON DOLPHIN HEAD RECREATION RENOVATION PROJECT

The Dolphin Head Project continues to make progress. During the excavation of the footing for the picnic shelter, various small artifacts were found by the archaeologist assigned to the task. Joe Nix of Nix Construction has graciously indicated that he is willing to fund a Kiosk to display the uncovered artifacts in the amount of \$15,000.

VII. UPDATE ON 2024-2028 STRATEGIC PLAN

A Strategic Plan was given to each Board member for their review. Mr. Schottland noted that would like them to review the Strategic Plan and bring it with them to the October Board meeting for discussion.

VIII. COMMITTEE REPORTS

Jon Heron made a motion to accept the Committee Reports as a group. Jordan Berliner seconded; the motion passed unanimously.

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IX. PROPOSED NEW BUSINESS ITEMS

No new business was presented.

X. EXECUTIVE SESSION

Rex Garniewicz made a motion that the Board go into Executive Session and the Jon Heron seconded and the Board went into Executive Session to discuss legal matters at 10:41 AM.

Jordan Berliner made a motion that the Board come out of Executive Session and the Ed Schottland seconded and the Board came out of Executive Session at 10:52 AM.

XI. ADJOURNMENT

Ed Schottland made a motion to adjourn the Board meeting. Jon Heron seconded, and the meeting adjourned at 10:52 AM.

Lori Schmidt

Carlton Dallas