

**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION, INC.
BUDGET & FINANCE COMMITTEE MINUTES
October 22, 2022**

Chairman, Jon Heron called the Meeting to order at 9:00 a.m. on Thursday, October 20, 2022, at the POA Conference Room.

In attendance were:

Jon Heron
Doug Larkin
Jeff Heslop
William Zurilla
Paul Lambdin
Christopher Floyd
Jerry Cutrer
Keith Schlegel
T. Peter Kristian, Ex-Officio
Todd Lindstrom, Ex-Officio

Absent with notice were:

Cindy Taylor

- 1) **Approval of the Minutes** - The Committee approved the September 2022 minutes as submitted.
- 2) **August Financial Report** – Mr. Lindstrom reviewed the August 2022 financial report. Revenues continue to run in excess of budget with gate passes, tennis fees, programming and kids kamp revenue making up the bulk of the variance. On the expense side, we are running below budget but anticipate that to shrink a little as some projects like paving are completed.
- 3) **General Manager Community Update** – Mr. Kristian updated the committee on the progress of several projects on the Plantation and in the community. Items included the Dolphin Head Renovation status, 278 bridge project, national FEMA legislation and Pine Island renourishment.
- 4) **Internal Controls** – The committee reviewed and discussed in depth several documents from the audit including the System Documentation memo, audit request lists and a few financial support documents. The internal controls outlined were discussed as well as the audit process performed on those controls. We also discussed the CIRA Disclosure checklist and cyber security survey.
- 5) **New Business** - No new business
- 6) **Next Meeting** – Next meeting will be December 6th.
- 7) With no further business to discuss the meeting was adjourned at approximately 10:35 a.m.

Respectfully Submitted,

Todd Lindstrom