

**HILTON HEAD PLANTATION PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, MARCH 28, 2023  
2:00 PM – SPRING LAKE PAVILION**

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**I. CALL TO ORDER:**

Outgoing Board President Lori Schmidt called the meeting to order at 2:18 PM.

**Present were:**

Lori Schmidt  
Edward Schottland  
Carlton Dallas  
Jon Heron  
Jordan Berliner  
Rex Garniewicz  
Margie Lechowicz  
David Pollock  
Keith Schlegel

**Absent were:**

**Staff Members:**

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

**II. ELECTION OF OFFICERS**

President Lori Schmidt congratulated the newly elected Board Members, Margie Lechowicz, Keith Schlegel, and re-elected Board member David Pollock.

**President Lori Schmidt called for the Nomination of Officers.**

**President**

*Carlton Dallas nominated Ed Schottland for President; Jon Heron seconded the motion. Lori Schmidt moved to close the nominations. The motion passed unanimously. Ed Schottland was elected Board President.*

Outgoing President Lori Schmidt turned the meeting over to the newly elected Board President, Ed Schottland.

**Vice President**

*Ed Schottland nominated Carlton Dallas for Vice President; Jon Heron seconded the motion. Lori Schmidt moved to close the nominations. The motion passed unanimously. Carlton Dallas was elected Vice President.*

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**Treasurer**

*Keith Schlegel nominated Jon Heron for Treasurer and Lori Schmidt seconded. Rex Garniewicz nominated David Pollock and Dave Pollock seconded. Keith Schlegel moved to close the nominations. The motion passed 7:2 in favor of Jon Heron as Treasurer. (Rex Garniewicz and David Pollock opposed). Jon Heron was elected Treasurer.*

**Secretary**

*Ed Schottland nominated Lori Schmidt for Secretary and Jon Heron seconded. David Pollock nominated Rex Garniewicz and Rex Garniewicz seconded. Carlton Dallas moved to close the nominations. The motion passed 7:2 in favor of Lori Schmidt as Secretary. (David Pollock and Rex Garniewicz opposed). Lori Schmidt was elected Secretary.*

**III. PRESIDENT'S REMARKS**

**President Ed Schottland:**

- Thanked the Board for having the confidence in him to serve as President and asked for their support for the 2023/24 year.
- Thanked the new Board Members for their willingness to serve the community.
- Selected Chairs for each committee as listed below:

1. ARB	Jordan Berliner
2. Communications Committee	Margie Lechowicz
3. Covenants Committee	Rex Garniewicz
4. Finance Committee	Jon Heron
5. Maintenance Committee	David Pollock
6. Nominating/Strategic Planning Committee	Carlton Dallas
7. Recreation Committee	Lori Schmidt
8. Security and Safety Committee	Keith Schlegel

**IV. APPROVE BOARD MINUTES**

*Jon Heron made a motion to approve the February 28, 2023, Board Meeting Minutes as presented; and March 14, Special Board and Post Audit Meeting as presented. Margie Lechowicz seconded, and the motion passed unanimously.*

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**V. FINANCIAL REPORT**

Todd Lindstrom gave a brief presentation regarding the financial structure of the POA's financing system. Todd noted that we have collected the majority of the 2023 assessments. He noted that the Capital Transfer fees are off to a great start, but we may not hit last year's numbers. He presented an HHP Investment Summary for March 2023 and a Capital spreadsheet Summary dating back to 2007.

**VI. GENERAL MANAGER'S REPORT**

- Staff are planning the spring activities.
- Our advertising revenue for *Plantation Living*:

	<u>2022</u>	<u>2023</u>
January	\$15,190	\$12,150
February	\$13,915	\$12,440
March	\$14,425	\$14,010
April	\$15,590	\$13,945++

- Thus far in 2023, we have collected approximately \$64,332 in Capital Transfer Fees.
- Approximately 84% of the Plantation community voted online.
- The HHP Conservancy Foundation will hold its Annual Meeting at 11:15 AM, on Tuesday, April 18 after the Executive Committee meeting.
- Thus far, we have collected \$21,490 in donations to the Hilton Head Plantation Conservancy Foundation.
- The Charles and Waterway Gardens continue to make progress. Thus far, no Townhomes at the Waterway Gardens location have been placed under contract.
- Assessments are coming in strong.
- New home sales have slowed slightly but continue to feed the Capital Transfer Fee coffers.

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- The 2023 Annual Meeting was held 10:00 AM, Saturday, March 25, at the Plantation House.
- The 2022 Audit has been approved by the Board and has been emailed out to the community, posted on our website, and is presently being printed. Copies are available at the POA Office.
- Some paving corrections are still pending. Many cut and fill repairs are still in process.
- 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. We have obtained a video of the improvement and are awaiting Town approval.
- The Dolphin Head Project continues to take shape, the building has been framed, windows have been installed, and the substructure for the deck is almost complete. The slab for the picnic shelter has been poured and the support posts are in place. The playground equipment is presently being installed and the necessary concrete footing has been poured.
- We hosted a Vegas Casino Night at the Plantation House on Friday, February 24, from 6:00-9:00 PM, and the cost was \$40/person. Meeting Dynamics did a super job and transformed the Plantation House into a Vegas Casino with a Craps table, Roulette table, Vegas Blackjack tables, Texas Hold Em' Poker tables, and a Wheel of Fortune. We played with "Fun Money," and the residents won some great prizes. Frankie Bones Catering also offered an assortment of heavy hors d'oeuvres, and residents could BYOB if they wanted. Coffee and soft drinks were also provided. We reached our full capacity with 100 participants signed up, and we were lucky to have two Silver Sponsors partner with us for this event – Hargray and Wood+Partners.
- On Sunday, April 9, we will be holding our annual Easter Sunrise Service, but this year it will be held at the Plantation House – rain or shine – due to the renovation project currently underway at Dolphin Head. The service will begin at 7:00 AM, and Reverend Jim Murphy will provide the message and the Mills Brothers will lead us in the music. After the service, refreshments will be provided. Johnson's Florist has generously offered to donate the Easter Lilies for us again, and we have ordered a floral centerpiece to add to the refreshments table as well. Refreshments have also been ordered from Publix. The flowers and food will all be picked up the day before the service.

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- 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.
- Our annual Cooking Live series kicked off on Wednesday, March 15, and it will continue on the following Wednesdays – March 22, March 29, April 5, April 19, and April 26. The cooking demos will begin at 11:00 AM, and the cost is \$5/person. We currently have Chef Sean Carroll with Links (The Sea Pines Resort) scheduled to come on March 22, and Chef Michael Garcia with Lucky Beach Bar & Kitchen scheduled to come on April 26. We will limit each session to 35 participants. We have filled all dates with the exception of one.
- We will once again be teaming up with the Country Club of Hilton Head to offer the Easter Egg Hunt & Brunch on Saturday, April 8, at 9:00 AM. Families can register for the egg hunt and brunch OR kids can sign up for just the egg hunt. Sign-ups began in February. The Easter Egg Hunt will take place at the Surrey Lane ball fields with the Spring Lake Pavilion as the weather back-up. The Country Club of Hilton Head will host the brunch immediately following the egg hunt.
- The Hilton Head Big Band will be performing their “Spring Fling” concert on Saturday, April 22, from 2:00-4:00 PM with a rain date set for the next day – Sunday, April 23 (same time). This free concert will be held in the Plantation House parking lot, and we have secured a sponsor for this event – Encompass Health. Encompass Health will have a representative onsite during the concert to meet with residents and have a chance to promote their upcoming “Stroke Awareness” Seminar scheduled for May.
- Contact has been made with previous seasonal employees for the pool and Kids Kamp. We will need to hire additional staff in all areas. The newsletter will be advertising summer job opportunities. Pre-Registration for Kids Kamp started March 1 and will continue through the end of the month (unless enrollment fills to capacity before March 31).
- We will be partnering with Memory Matters to offer Brain Boosters – a 3-week brain-wellness course for active adults – for three Mondays in May (May 8, 15, and 22) from 9:00-11:00 AM at the Plantation House. Cost is \$105/participant, which includes a manual and other resources. Class will be limited to 24 participants, and the facilitator for this course will be Melissa Dalton, Certified Dementia Dialogues instructor and volunteer with Memory Matters. Sign-ups for this 3-week course began in March.

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- ARB - Approved eight (8) Submissions in February 2023.

**Monthly Revenue ARB and Covenant – February 2023**

New Construction:	1
YTD New Construction:	1
Building Permits Issued:	52
YTD Permits Issued:	119
Tree Permits Issued:	63
YTD Tree Permits Issued:	115

**ARB – February 2023**

Review Fees	\$6,800
YTD Fees	\$14,425
Tree Permit Fees	\$1,075
YTD Fees	\$1,700
Tree Mitigation Fees	\$330
YTD Fees	\$900

- Staffing continues to be challenging.
- The Dolphin Head project continues to make progress. The list of items for donation for the Dolphin Head project has been finalized, and families that have expressed an interest in donating will be contacted before it officially opens up to the community. Our goal is to have an article included in the April newsletter to announce the Dolphin Head Memorial & Honorarium Program.
- Mike Gournoe a property owner and retired commercial artist has agreed to work on the Historical sign rehab for the area overlooking the Dolphin Head recreation area which includes the Myrtle Bank Plantation ruins.
- Rex Garniewicz has graciously volunteered to work on the verbiage for the kiosk display that will provide an account of the history of the sites and give background on the artifacts discovered at the site. Rex has also donated a displace case to house the artifacts recovered during the excavation of the Picnic Shelter footings.
- Our Coastal Consultant has submitted our applications to the appropriate agencies for the extension of our Boardwalk at Pine Island, our inland navigation project to open Park Creek for boaters and installing a breakwater to protect the Pine Island shoreline. We have also authorized our consultant to apply for a grant from the National Fish and Wildlife Foundation for funding to build a "Living Shoreline" to protect the Pine Island Beach and inland marsh from erosion due to wave action.

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**Concert Dates for 2023 -**

- Saturday, April 22 – Big Band Spring Fling (2-4 PM)
- Sunday, April 23 – Big Band Spring Fling Rain Date
- Tuesday, May 2 – Garage Band Concert (5:30-7:30 PM)
- Tuesday, May 9 – Garage Band Concert Rain Date
- Tuesday, June 13 – Stee & The Ear Candy Band (7-9 PM)
- Tuesday, June 20 – Stee & The Ear Candy Band Rain Date
- Tuesday, July 18 – Deas-Guyz Concert (7-9 PM)
- Wednesday, July 19 – Deas-Guyz Concert Rain Date
- Rob Ingman has indicated he will be available for the Dolphin Head Grand Opening

**VII. ACCEPTANCE OF ACTION LIST**

*Jordan Berliner made a motion to accept the Action List as presented. Carlton Dallas seconded, and the motion passed unanimously.*

**VIII. ACTION LIST**

**A. Decision Items:**

**1. Consider the adoption of the 2023/2024 Corporate Calendar.**

*Lori Schmidt made a motion to approve the 2023/2024 Corporate Calendar as presented noting that the June Board meeting will be held on Monday, June 19<sup>th</sup>. Jon Heron seconded, and the motion passed unanimously.*

**XI. COMMITTEE REPORTS**

The Committee Reports were accepted as a Group.

**XII. PROPOSED NEW BUSINESS ITEMS**

President Schottland asked that the Code of Conduct be reviewed. Margie Lechowicz to Chair with Lori Schmidt and Ed Schottland as members of the committee.

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President Schottland noted that the Succession Plan should be reviewed. Vice President Carlton Dallas to take the lead and Margie Lechowicz to provide assistance.

**XIII. EXECUTIVE SESSION**

*Jon Heron made a motion to go into Executive Session at 3:27 PM, to discuss legal and contract matters. Lori Schmidt seconded, and the Board went into Executive Session.*

*Margie Lechowicz made a motion to come out of Executive Session at 3:51 PM, Rex Garniewicz seconded, and the Board came out of Executive Session.*

**After coming out of the Executive Session**

*Margie Lechowicz made a motion to have the Maintenance Committee review the current Landscape Maintenance Contract and present the Board with their recommendation before accepting any proposals. Rex Garniewicz seconded, and the motion passed unanimously.*

**XIV. ADJOURNMENT**

*Lori Schmidt made a motion to adjourn the Board meeting. Keith Schlegel seconded, and the meeting adjourned at 3:56 PM.*

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Ed Schottland, President

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Lori Schmidt, Secretary