

**HILTON HEAD PLANTATION PROPERTY OWNERS  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, APRIL 28, 2020  
9:00 AM – PLANTATION HOUSE**

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**I. CALL TO ORDER:**

President Lois Wilkinson called the meeting to order at 9:00 AM.

**Present were:**

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

**Staff Members:**

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

**II. PRESIDENT'S REMARKS**

**President Lois Wilkinson:**

- Thanked the Board for electing her as President and asked for their support for the 2020/21 year.

**III. APPROVE BOARD MINUTES**

*Jordan Berliner made a motion to approve the March 24, 2020 Board Meeting Minutes as corrected. Betsy Weppner seconded, and the motion passed unanimously.*

**IV. FINANCIAL REPORT**

Todd Lindstrom gave a brief presentation regarding the financial structure of the POA's financing system. He distributed a preliminary spreadsheet on the Revenue/Expenses Analysis for the period ending March 31, 2020. He noted that HHP is working with Bear Creek Golf with paying their assessment.

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**V. GENERAL MANAGER'S REPORT**

- Staff is busy preparing for the summer activities.
- 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	\$13,035
May	\$14,545	\$11,615+

- Thus far in 202, we have collected \$123,200 in Capital Transfer fees, which is on pace with 2019.
- Leah reported that Plantation Living Ad sales had taken a hit, as noted above. Ad sales are down for April and May of 2020. April's Ad sales were forecasted to be well over \$14,000 before the Town shut down many of its businesses. We are hoping to see these numbers increase as more companies begin to reopen in the coming months. Leah has been reaching out to restaurants and stores to see if they would like to advertise their new pick up, delivery, and curbside services. Leah is also working with advertisers on pricing to help make it affordable while still maintaining Ad revenue.
- **2020 FINANCIALS** – Todd will have a report for the April meeting, but it may be a 2019/2020 comparison until we finish the timing budget. We are presently doing some analysis on the initial impact on revenue from the quarantine.
- **2020 ASSESSMENTS** – As of April 22, we have collected and posted \$5,391,363 in assessments. Todd is trying to work with Bear Creek Golf on a payment plan. All other commercial facilities are paid and residential has been good again this year.
- The Annual Meeting of the Hilton Head Plantation Conservancy Foundation will be held on Tuesday, May 19, 11:30 AM, at the POA Service Center.

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- Hilton Head Plantation is now on Instagram! Leah created the Instagram account at the beginning of April, and we already have close to 200 followers. This is mainly a tool to share pictures and information about the neighborhood. A lot of residents share their nature shots with us. We can also use this as a tool for our advertisers by sharing their business and services to an online audience. We are looking forward to using this as ways to educate the residents on community updates, safety alerts, and recreation activities.
- Repairs to irrigation valves at the Spring Lake tennis courts have been corrected.
- The Town of Hilton Head Island will be making drainage repairs along sections of Deerfield Road. David Mill will be coordinating this effort with the Town.
- The Spring Lake Pool is prepped for a May 1, opening; however, the opening day may need to be modified in response to the Coronavirus. The pool deck and lounges have been power washed. **The pool reopening date was extended to May 15<sup>th</sup> to be re-evaluated later.**
- Several minor leaks in the Spring Lake Pool pump room have been repaired. David's crew has installed an exhaust fan system in the Spring Lake Pool pump and chemical room to help keep the pump motors cooler during the heat of the summer months and vent chemical gases.
- The Easter Egg Hunt & Brunch scheduled for Saturday, April 11, was canceled; however, we decided to offer an Easter Basket Home Delivery Service from the Easter Bunny on Friday and Saturday, April 10 and 11, instead. Residents could place orders for baskets (\$10 each), and they selected the delivery date of their choice. We delivered the baskets between 10:00 AM and 2:00 PM, but we didn't finish up until close to 4:00 PM both days because we had so many deliveries to make. Residents of all ages, including two ladies living at the Cypress, received baskets. We ended up making 175 baskets – approximately 50+ stops each day. Overall, it was a huge success, but we need to give major kudos to Michael McMullin, who was willing to be our Easter Bunny, and he stayed in costume for over 5 hours each day.
- Our annual Easter Sunrise Service scheduled for Sunday, April 12, was also canceled. Most churches opted to offer online church services because of the stay-at-home order by the Governor.

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- Our annual Easter Sunrise Service scheduled for Sunday, April 12, was also canceled. Most churches opted to offer online church services because of the stay-at-home order by the Governor.
- The Rob Ingman Concert is scheduled for Thursday, May 7, from 6:00-8:00 PM, at Dolphin Head Recreation. The rain date has been scheduled for Tuesday, May 12 – same time. As of now, this is still on as scheduled.
- The Spring Lake Caribbean Pool Party has been scheduled for Saturday, June 6, from 1:00-3:00 PM, with a rain date scheduled for Sunday, June 7 – same time. The party will feature one of Hilton Head Island's favorite steel drummers – Melvin Dean. The concession stand will be open for business, and we will have pool games and prizes for all the kids in attendance.
- Many of the clubs have canceled their club events, and several programs have been canceled by the presenters over concerns regarding the Coronavirus. **Our May events are scheduled but may be canceled due to Coronavirus concerns.**
- ARB – Issued 53 Building Permits in March with a total of 156 YTD.
- The ARB is dealing with a controversial issue at the Villages of Skull Creek. The proposed repair/replacement of a waterfront boardwalk in front of the complex.
- **Monthly Revenue ARB**
  - Administrative Approval Fees - \$460
  - Total ARB Fees collected - \$4,810
  - ARB Fines collected - \$100
  - Tree Mitigation collected - \$1,740
  - Tree Permits collected - \$975
- **Monthly Revenue Covenants**
  - Covenant Fines issued - \$2,275
  - Covenant Fees collected - \$1,000
- Crime continues to be very low.
- Maintenance staff continues to work on a variety of small drainage projects throughout the Plantation.

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- An abbreviated 2020 Annual Meeting was held 10:00 AM, Saturday, March 21, at the Plantation House.
- We continue to work with Wood+Partners on finalizing a conceptual design for the Dolphin Head Recreation Area Renovation Project. Todd Theodore and Tom Parker have made presentations at both the January and February Board meetings, and we are planning to have a community meeting at 2:00 PM, Tuesday, May 26, at the Plantation House to share the design with the residents. The original date was April 23, but we have had to push it back due to COVID-19.
- The presentation and ceremonial parts of the 2020 Annual Meeting are scheduled for Thursday, May 28, 2020, at the Plantation House.
- The new starfish has been installed.
- The steps to the Spring Lake Tennis Pro Shop have been replaced.

**VI. ACCEPTANCE OF ACTION LIST**

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

**VII. ACTION LIST**

**A. Bid Item(s):**

**1. Consider the bid for the 2020 Mill and Overlay Road Repair.**

*Jim Lucas made a motion to approve and award the bid for the 2020 mill and overlay road repairs for a section of Seabrook Drive and Oyster Reef Drive to JS Construction not to exceed \$525,000. Ann Schwab seconded, and the motion passed unanimously.*

**B. Decision Item(s):**

**1. Consider the proposed 2020/21 recommendations for committee members.**

*Betsy Weppner made a motion to approve the 2020/21 proposed committee members. Lori Schmidt seconded, and the motion passed unanimously.*

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**C. Information Only:**

A copy of the Executive Committee 2020 Alternate Schedule was included for information only. It was noted that if someone could not attend their scheduled meeting to please contact Sharon.

**VIII. PINE ISLAND BEACH**

The General Manager noted that \$100,000 will be in the Towns budget once again for the Town of Hilton Head Island 2020/21 fiscal year.

**IX. COMMITTEE REPORTS**

The Committee Reports were accepted as a group.

**X. PROPOSED NEW BUSINESS ITEMS**

No new business was presented.

**XI. EXECUTIVE SESSION**

Lori Schmidt made a motion that the Board go into Executive Session and the Jordan Berliner seconded and the Board went into Executive Session at 10:02 AM.

Jordan Berliner made a motion that the Board come out of Executive Session and the Audrey King seconded and the Board came out of Executive Session at 10:15 AM.

**XII. ADJOURNMENT**

*Lori Schmidt made a motion to adjourn the Board meeting, Audrey King seconded, and the meeting adjourned at 10:16 AM.*

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Lois Wilkinson

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Ann Schwab