

**HILTON HEAD PLANTATION PROPERTY OWNERS  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, AUGUST 25, 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:**

- Noted that Lori Schmidt will be taking over as the Nominating Committee Chair.
- Noted there have been numerous emails, letters, and phone calls regarding the name change survey.

**III. APPROVE BOARD MINUTES**

*Ann Schwab made a motion to approve the June 23, 2020 Board Meeting Minute, as corrected. Betsy Weppner seconded, and the motion passed unanimously.*

**IV. FINANCIAL REPORT**

Todd Lindstrom gave a brief presentation on the June Financial. He noted that the income side is strong even though some were affected by the Coronavirus. Revenue year-to-date is positive.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 25, 2020**

---

**V. GENERAL MANAGER'S REPORT**

- Staff is adjusting to a new "normal" with the Coronavirus.
- 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	\$14,655
May	\$14,545	\$11,980
June	\$14,845	\$10,980+
July	\$15,740	\$12,005
August	\$16,235	\$11,600
September	\$15,175	\$12,195++

- Thus far in 2020, we have collected \$262 117 in Capital Transfer fees.
- Advertising continues to be a bit slower as the summer approaches. There have been more inquiries for advertising in the past few weeks and we are seeing more interest in advertising placement.
- The staff continues the process of redesigning the POA's Website. Leah Davis has received hundreds of photos from residents for possible use on the POA new Website.
- The HHP Security Department has risen to the occasion.
- **2020 ASSESSMENTS** – As of August 19, we have collected and posted \$5,478,000 in assessments.
- The 2020 paving projects are almost completed. The Seabrook Drive project, Oyster Reef Drive, and Prestwick Court projects have been completed. Cut and fill work is ongoing.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 25, 2020**

---

- The Town of Hilton Head Island's Deerfield Road Drainage project is in progress.
- The full summer grass cutting schedule is underway.
- The slope mower is in the process of being repair off site. Repairs included a bad hydraulic seal and an electrical relay switch that controls the mowing arm function.
- The Rob Ingram concert has been rescheduled for Thursday, September 3 from 6:00 – 8:00 PM at the Dolphin Head. The rain date is scheduled for September 10, same time same place.
- The Teen/Tween event scheduled for this summer was a Horseback Riding Adventure with the help of Lawton Stables. The cost was \$70 per child, and it was open to all kids ages 10-15 years old. The event was held on Wednesday, July 29, from 3:30-6:00 PM, and we provided a pizza dinner along with the 1-hour trail ride. We ended up with 9 kids in attendance plus 2 staff members.
- Kids Kamp – Kids Kamp had 120 kids enrolled as full session signups and an additional 118 for weekly sign-ups for a grand total of 238 kids enrolled which is down 22% from last year.
- All Fitness classes have restarted with adaptations and a requirement that all participants sign a COVID-19 Waiver.
- All USTA, Interclub and Team Tennis remains canceled.
- On Friday, September 11 and Friday, September 18, we will be partnering with the local CVS Pharmacy to offer Flu Shots to residents at the Plantation House from 8:30 AM to 2:30 PM. Appointments must be made by calling Jen or Margie at the Scheduling Office.
- We will be partnering with OneBlood to offer another Community Blood Drive on Monday, September 21 from 10:00 AM to 4:00 PM in the Plantation House parking lot inside the Big Red Bus. Only four donors will be permitted on the bus at one time, and all donors must wear a mask. Temperatures will also be checked prior to registration and entering the bus. Appointment times can be made by calling Jen or Margie at the Scheduling Office.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 25, 2020**

---

- This year our Annual Trash & Treasure Sale will be held on Saturday, October 3 from 11:00 AM to 2:00 PM. In case of inclement weather, we will move it to Saturday, October 10. The layout for spaces will be modified to accommodate an extra space in between participants. The cost is \$25 for a 10' x 10' space (required), and \$10 for a 3' x 6' table (optional). Details are still in the works for securing a food vendor as well as the music. Chris Mangelly has performed for us in the past with his accordion. He may or may not be available on this date. Still waiting to hear back. Deadline for residents to purchase a spot is Monday, September 28.
- **Bocce Ball and Shuffleboard Courts** - online registration for the Bocce fall season is going on now. Matches will begin the second week of September.
- There are presently 14 homes under construction within Hilton Head Plantation.

**Monthly Revenue ARB**

- Administrative Approval Fees - \$650
- Total ARB Fees collected - \$6,350
- Tree Mitigation collected - \$307
- Tree Permits collected - \$1,025

**Monthly Revenue Covenants**

- Covenants Fines issued - \$2,350
  - Covenants Fees collected - \$2,800
  - Covenants Fines issued YTD - \$19,675
  - Covenants Fees collected YTD - \$18,350
- The Dolphin Head Rec renovation meeting is scheduled for 9:30 AM, Wednesday, September 9, at the Dolphin Head Pavilion Deck.
  - Staff is working on the Pine Island Beach renourishment project bids and logistics.
  - We will consider having the September 24, Coffee with Peter outdoors.
  - The office remains open on reduced hours from 8:00 AM to Noon. Staff will continue to take phone calls and receive customers and residents by appointment.
  - All HHP Staff were given the opportunity to be tested for COVID-19.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 25, 2020**

---

**VI. ACCEPTANCE OF ACTION LIST**

*Jon Heron made a motion to accept the Action List as presented. Lori Schmidt seconded, and the motion passed unanimously.*

**VII. ACTION LIST**

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

**1. Consider the bids for the Pine Island Beach Renourishment.**

*Jim Lucas made a motion to approve the recommendation from the Director of Maintenance to use a portion of the allocated funds to purchase 4,700 tons of sand from Cemex Deerfield Plant; and award the bid to haul the sand to Cleland Site Prep in an amount not to exceed \$175,000. Jordan Berliner seconded, and the motion passed unanimously.*

**2. Consider the timeline for the Property Owner survey on name change.**

*After discussion, it was the consensus of the Board to gather the information from the survey, which will be live from September 1 - September 30 for voting. Compile the data results for review. The Board will then consider the next steps that need to be taken.*

**VIII. UPDATE FROM COMMITTEE ON POSSIBLE NAME CHANGE – Jon Heron**

Vice President Jon Heron gave a brief presentation to the Board noting that it will be one vote per household and Peter will have the email blast sent out on encouraging Property Owners to respond to the survey. It was also noted that if they did not have access to a computer, they could come to the POA Service Center to vote. After the results come in, the Board meet to discuss the next steps.

**IX. COMMITTEE REPORTS**

The Committee Reports were accepted as a group.

**X. PROPOSED NEW BUSINESS ITEMS**

No new business was presented.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
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AUGUST 25, 2020**

---

**XI. EXECUTIVE SESSION**

Betsy Weppner made a motion that the Board go into Executive Session and the Ann Schwab seconded and the Board went into Executive Session to discuss legal matters at 10:30 AM.

Lori Schmidt made a motion that the Board come out of Executive Session and Ann Schwab seconded and the Board came out of Executive Session at 10:47 AM.

**XII. ADJOURNMENT**

*Ann Schwab made a motion to adjourn the Board meeting. Audrey King seconded, and the meeting adjourned at 10:47 AM.*

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Lois Wilkinson

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Ann Schwab