

**HILTON HEAD PLANTATION PROPERTY OWNERS  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, SEPTEMBER 22, 2020  
9:00 AM – SPRING LAKE PAVILION**

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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  
Jordan Berliner  
Audrey King  
David Pollock  
Lori Schmidt  
Betsy Weppner

**Absent (with notice):**

Ann Schwab

**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 Ann Schwab had surgery and she is home recovering.

**III. APPROVE BOARD MINUTES**

*Lori Schmidt made a motion to approve the August 25, 2020 Board Meeting Minutes as presented. Audrey King seconded, and the motion passed unanimously.*

**IV. FINANCIAL REPORT**

Todd Lindstrom gave a brief presentation on the August Financial. He noted that the Capital Transfer fees are doing well. He noted that tennis fees dropped a little but met budget. Tennis Membership is up. He also noted that Commercial decals and Daily Passes are coming in strong.

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**V. GENERAL MANAGER'S REPORT**

- Introduced Deputy Director of Security Warren Gaither and Lt. Vanessa Green to the Board. He also announced that the Deputy Director of Security Gaither Warren was promoted to Major and the Director of Security.
- 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	\$12,520
October	\$15,995	\$11,245++

- Thus far in 2020, we have collected \$2325,600 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. Year-to-date Ad revenue stands at approximately \$112,695.
- 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.
- Tennis Membership has increased.
- **2020 ASSESSMENTS** – As of September 16, we have collected and posted \$5,597,758 in assessments.

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- The Town of Hilton Head Island's Deerfield Road Drainage project is in progress.
- Repairs to the upper wooden deck of the Spring Lake Pavilion have been completed.
- The slope mower is back in service after some repairs.
- The deposit that was paid for the Spring Lake Caribbean Pool Party will be used towards a DJ for the Trunk-or-Treat in October.
- On Friday, October 2, we will be teaming up with Harris Teeter Pharmacist, Tara Rock, to offer another round of Flu Shots for residents from 9:00 AM to 1:00 PM, at the Plantation House. The regular dose is \$32, and the high dose is \$57 for those without insurance or Medicare. Appointments must be made by calling Jen or Margie at the Scheduling Office.
- The Cypress will also be offering a round of Flu Shots for those 65 and older on Wednesday, October 21 from 9:00 AM to 3:00 PM, at the Plantation House. Appointments must be made by calling the Cypress Club Clinic directly and NOT the Scheduling Office. This is for HHP residents who have Medicare coverage.
- 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.
- Instead of our annual Fall Harvest Party, we will be offering a fun Trunk-or-Treat Party at the Plantation House parking lot from 1:00-3:00 PM on Saturday, October 24. In case of inclement weather, the rain date has been scheduled for Saturday, October 31. There is no cost to attend, but families interested in participating with their cars/trucks/SUVs, need to reserve a parking spot with Jen or Margie at the Scheduling Office. They also must provide their own candy to pass out. We will also have DJ Don Scott playing music throughout the event, and we will plan to set up our own "pumpkin patch" in the mulched area behind the basketball parking lot.
- **Bocce Ball and Shuffleboard Courts** - online registration for the Bocce fall season is going on now. Matches began the second week of September.

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- The annual Halloween Pet Parade is scheduled for Friday, October 30, from 5:00-6:00 PM, at the Plantation House parking lot. In case of inclement weather, this event may be canceled. We will NOT be able to move this event indoors. Residents are encouraged to dress up their pet and enter them into the Halloween contest. Entry fee is one canned food item, which will be given to a family in need at Christmas time. Alan Palchak is currently available to help us emcee this event. Ribbons will be awarded to the pets in various categories, and raffle prizes will be given away.
- The End-of-Kamp Evaluations were mailed out earlier this week. We are asking families who participated in Kids Kamp for their feedback. We also reminded families about the leftover Lost-and-Found items that are currently being stored upstairs at the Plantation House. Anything not picked up by the end of the month will be donated to St. Francis at the Trash & Treasure Sale.
- "The Changing Insurance Marketplace" Seminar with Terry Tadlock and Diana Rideout has been once again been canceled and rescheduled for Wednesday, November 18.
- The Pool Attendants and Pool Assistants continue to do a wonderful job with the new 2-hour time slot system as well as the 30-minute clean breaks. We ended up hiring a couple of new people to fill in the gaps with all the college and high school students leaving for school. Due the attendance slacking off we will eliminate the two-hour time blocks for the month of October.
- Representatives of the Old Fort Pub property have submitted plans to the Town of Hilton Head Island for a 24-unit four story multi-family structure. This item has been referred to the ARB.

**Monthly Revenue ARB**

- Administrative Approval Fees - \$650
- Total ARB Fees collected - \$3,400
- Tree Mitigation collected - \$869
- Tree Permits collected - \$1,200

**Monthly Revenue Covenants**

- Covenants Fines issued - \$1,275
- Covenants Fees collected - \$1,125
- Covenants Fines issued YTD - \$20,950
- Covenants Fees collected YTD - \$19,475

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- As you all are aware, Director of Security Art Benoit passed away in early September. Staff is working with Art's family on a possible "Celebration of Life" at a later date once the COVID-19 issues have been resolved.
- Flags were lowered to half-mast to honor Chief Benoit and raised after 9-11. HHP Officers also wore "mourning bands" over their badges to denote our loss.
- The Dolphin Head Recreation renovation meeting was rescheduled to 9:30 AM, Monday, September 28, at the Dolphin Head Pavilion Deck.
- Staff is working on the Pine Island Beach renourishment project bids and logistics.
- We will have the September 24, Coffee with Peter outdoors weather permitting at the Plantation House parking lot.
- 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.
- Noted alternative plan for the 2020 Volunteer Recognition Party.
- Noted the Town of Hilton Head Island has provided a new Stormwater Management Agreement for HHP's consideration. This item has been referred to the Maintenance Committee.

**VI. ACCEPTANCE OF ACTION LIST**

*Jordan Berliner 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 Minimum and Maximum assessment recommendation for 2021.**

*Jim Lucas made a motion to approve the 2021 Minimum and Maximum Schedule with the suggested increase of 1.23%. The Minimum assessment for an improved lot was set at \$1,117 and Maximum at \$2,230. The Minimum assessment for an unimproved lot was set at \$668 and Maximum at \$1,338. Lori Schmidt seconded, and the motion passed unanimously.*

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**2. Consider the proposed draft 2021 Budget.**

*Jim Lucas made a motion to approve the 2021 Budget as presented and set the 2021 assessment for an improved lot at \$1,145 and unimproved lot at \$687, if paid in cash or by check on or before January 31, 2021. For credit card payments the annual assessment for an improved lot will be \$1,168 and \$701 for an unimproved lot. David Pollock seconded, and the motion passed unanimously.*

**3. Consider the request for additional funding for the Pine Island Beach Renourishment project.**

*Jim Lucas made a motion to approve the expenditure of \$50,000 from the Operating Budget for the purchase and hauling of additional sand for the Pine Island Beach Renourishment project. Jordan Berliner seconded, and the motion passed unanimously.*

**B. Discussion Items:**

**1. Status of Dolphin Head Recreation Renovation Project.**

The Board reviewed some pictures of the project and discussed having a stand-up meeting on Monday, September 28.

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

It was noted that there was nothing new to report; waiting on the survey to decide the next step.

**IX. COMMITTEE REPORTS**

The Committee Reports were accepted as a group.

**X. PROPOSED NEW BUSINESS ITEMS**

It was the consensus of the Board to have a Special Board Meeting 10:00 AM on Friday, October 2, 2020, to discuss the Name Change Survey results.

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**XI. EXECUTIVE SESSION**

Audrey King made a motion that the Board go into Executive Session and the Jordan Berliner seconded and the Board went into Executive Session to discuss legal matters at 10:37 AM.

Jordan Berliner made a motion that the Board come out of Executive Session and Betsy Weppner seconded and the Board came out of Executive Session at 10:49 AM.

**XII. ADJOURNMENT**

*Jordan Berliner made a motion to adjourn the Board meeting. Audrey King seconded, and the meeting adjourned at 10:49 AM.*

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Lois Wilkinson

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Ann Schwab