

**HILTON HEAD PLANTATION PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
TUESDAY, FEBRUARY 28, 2023
9:00 AM – POA SERVICE CENTER**

I. CALLED THE MEETING TO ORDER

President Lori Schmidt called the meeting to order at 9:00 AM.

Present were:

Lori Schmidt
Ed Schottland
Carlton Dallas
Jon Heron
Rex Garniewicz
David Pollock
Betsy Weppner

Absent were:

Jordan Berliner *(with notice)*
Ann Schwab *(with notice)*

Staff Members:

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

II. PRESIDENT REMARKS

President Schmidt:

- Noted that this is her last meeting as the Board President.
- Thanked everyone for their support throughout the year.
- Thanked outgoing Board members Ann Schwab and Betsy Weppner for their service as Board members.
- Noted that going forward the new Board members should receive the Guidelines for the Executive Committee.
- It was noted that Board Vice President Ed Schottland has reviewed the HHP Succession Plan, which was accepted and approved in August 2017. He noted that he had a copy if anyone was interested in the Plan.

III. APPROVE BOARD MINUTES

Ed Schottland made a motion to approve the January 24, 2023, Board Meeting Minutes as corrected. Carlton Dallas seconded, and the motion passed unanimously.

IV. FINANCIAL REPORT

Todd Lindstrom gave a brief presentation on the December financials. He noted that Commercial Decals/Daily Passes finished strong, due to the rate change in Mid-December. He noted that Tennis, Kids Kamp, Instructional programs finished strong as well. He also noted that the Revenue side was \$124,000 to the good and on the Expense side Maintenance and Security are high and finished \$87,000 to the good.

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V. GENERAL MANAGER'S REPORT

- Staff is in full planning for winter 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+

- Thus far in 2023, we have collected \$35,584 in Capital Transfer fees.
- *Plantation Living* advertising has remained steady.
- 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.
- The Auditors should wrap up the 2022 Audit in the next week or so. As soon as Todd gets the word from the Auditors that a draft is ready for review, we will call for a joint meeting of the Board and Finance Committee to consider approving the Audit.
- Thus far, we have collected \$21,490 in donations to the Whooping Crane Conservancy Foundation.
- The Annual Meeting is scheduled for 10:00 AM on Saturday, March 25, at the Plantation House.
- The Cell Tower will be moved to a different location.
- The Ballots and Proxies for the 2023 Board Election and Annual Meeting have been mailed.
- In 2022, we collected \$622,000 in Capital Transfer Fees.
- 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.

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- Noted the General Manager's recognition for his volunteer work – “.....*The Community Associations Institute (CAI) is being awarded a prestigious award from the [Public Affairs Council](#) (PAC) - the Lobbying Strategy Innovation Award for their Condominium Safety Policy Response and Initiative – in response to the tragic Champlain Towers South condominium collapse. The Condominium Safety Public Policy Initiative was developed under the leadership of Peter Kristian, CMCA, PCAM, LSM (Chair) and the Government & Public Affairs Committee over a five-month period with the engagement and leadership of more than 600 volunteers who dedicated hundreds and hundreds of hours to develop a solid and sound public policy that has now been adopted by several states and continues to be considered and adopted by legislatures.....”.*
- On Tuesday, March 7, we will be teaming up with Susan Litherland, local AARP instructor, to offer two AARP Driver Safety Courses at the Spring Lake Pavilion from 12:00-4:00 PM. Cost is \$20/person for AARP members, or \$25/person for non-AARP members. Class participants will receive a course workbook, class instructions that include defensive driving techniques, proven safety strategies, new traffic laws and rules of the road. The class is designed for drivers ages 55+, and participants only have to attend one of the 4-hour classes. We currently have 20 residents signed up to attend the February 15 class and 15 residents signed up for the March 7 class.
- We hosted a Vegas Casino Night at the Plantation House on Friday, February 24. The event took place from 6:00-9:00 PM, and the cost was \$40/person. Meeting Dynamics 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. They played with “Fun Money,” and residents had the opportunity to win some great prizes. Frankie Bones Catering offered an assortment of heavy hors d'oeuvres, and residents may BYOB if they wish. Coffee and soft drinks will be provided. We reached full capacity with 100 participants signed up. Everyone had a great time.
- Our annual Cooking Live series will kick 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 will begin once the February newsletter is distributed. 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.

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- This spring we will be partnering with Soccer Shots to offer an 8-week soccer enrichment program which will run on Mondays, March 13 through May 1 at the Surrey Lane Ball Fields. There will be three programs to choose from based on age: Mini (2-3 years old), Classic (3-5 years old), and Premier (5-8 years old). Cost is \$150/child for the 8-week program, and this price includes a jersey for each participant. This is a non-competitive program which will focus more on building skills and learning the game. Sign-ups will begin once the January newsletter comes out.
- The Bocce Club is getting geared up for their spring season. Existing team registration began on January 29, and new team registration began on February 6.
- 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 will begin March 1 through the end of the month (unless enrollment fills to capacity before March 31). The Pre-Registration applications, the regular Registration applications, and the Kids Kamp 2023 Brochures have all been printed. A mass mailing was also sent out.

- **ARB** – Approved three (3) Submissions in January 2023.

Monthly Revenue ARB and Covenant – January 2023

New Construction:	0
YTD New Construction:	0
Building Permits Issued:	63
YTD Permits Issued:	63
Tree Permits Issued:	51
YTD Tree Permits Issued:	51

ARB – January 2023

Review Fees	\$5,425
YTD Fees	\$5,425
Tree Permit Fees	\$625
YTD Fees	\$625
Tree Mitigation Fees	\$570
YTD Fees	\$570

Covenants – January 2023

Covenant Fines	Residential	Commercial	Total
Fines Levied	\$875	\$500	\$1,375
Fines Collected	\$135	\$1,050	\$1,175
YTD Issued:	\$1,375		
YTD Collected:	\$1,175		

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- Security staff is working with Beaufort County Emergency Management on reentry passes for appropriate Staff.
- We continue to work with Nix Construction to develop a list of items that can be sponsored by property owners for the Dolphin Head Recreation Renovation.
- 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.
- Rex Garniewicz has graciously volunteered to work on the verbiage for the kiosk display that will provide an account of the history of the site and give background on the artifacts discovered at the site. Rex has also donated a display case to house the artifacts recovered during the excavation of the Picnic Shelter footings.
- Work has been completed on the renovation of six tennis courts at the Spring Lake Facility.
- We worked with the Town of Hilton Head Island to improve access to the Elliott Cemetery.
- **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

VI. ACCEPTANCE OF ACTION LIST

Jon Heron made a motion to accept the Action List as presented. Rex Garniewicz seconded, and the motion passed unanimously.

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VII. ACTION LIST

A. Bid Item(s):

1. Consider the bids for Spring Lake Pool Service Contract.

Carlton Dallas made a motion to award the Spring Lake Pool Contract to Year Round Pool in the amount of \$43,680 Plus chemicals. Ed Schottland seconded, and the motion passed unanimously.

2. Consider the proposal from Carolina IT for AV and Wi-Fi installation at the new Dolphin Head Pavilion.

Carlton Dallas made a motion to proceed the Audio-Visual equipment for the new Dolphin Head Pavilion contingent upon getting another quote from a third vendor within the two weeks' timeframe. Ed Schottland seconded, and the motion passed. David Pollock opposed.

VIII. DOLPHIN HEAD RENOVATION PROJECT

The General Manager noted that Dolphin Head project continues to take shape, the rough-in plumbing has been installed for the building and the concrete has been poured. The steel shell has also been assembled and vertical wood construction is underway. He noted that Chrissy is working with the builder on cabinet and countertop elements. He noted that the mitigation plan for the Picnic Shelter has been approved. He also noted that the Town informed HHP that they need a separate permit for the playground equipment, which was received the day before.

X. COMMITTEE REPORTS

The Committee Reports were accepted with correction on ARB Minutes.

X. PROPOSED NEW BUSINESS ITEMS

There was no new business proposed.

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XI. EXECUTIVE SESSION

Jon Heron made a motion to go into Executive Session to discuss legal and personnel matters, at 10:39 AM. David Pollock seconded, and the Board went into Executive Session.

Jon Heron made a motion to come out of Executive Session at 10:51 AM. David Pollock seconded, and the Board came out of Executive Session.

XII. ADJOURNMENT

Carlton Dallas made a motion to adjourn the Board meeting. Betsy Weppner seconded, and the meeting adjourned at 10:52AM.

Lori Schmidt, President

Carlton Dallas, Secretary