

**Palmetto Hall Plantation Owners' Association**  
**Board of Directors Meeting Minutes**  
**October 22, 2010 – 7:30 a.m.**  
**Palmetto Hall Plantation POA Office**

**Call to Order**

Bob Richardson, President, called the meeting to order at 7:30 a.m. at the Palmetto Hall Plantation POA office. Other BOD Members present were Ron Smetek, Vice President; Joe Bogacz, Treasurer; Bob Gentzler, Secretary; and Scott Slawson, Mike Danoff, Art Loeben, Members-at-Large, were absent. Marion Gorczynski, Association Manager, was present.

**Approval of Minutes**

Bob R. asked for approval of the September minutes. Ron moved the minutes be approved as amended; Bob G. seconded the motion; and the minutes were unanimously approved.

**Treasurers Report**

**REVENUE**

- Residential Assessments (I-101) are \$2,600 under budget for the month, and \$5,473 favorable YTD.
- Decal Sales (I-103) were \$770 favorable for the month and are \$313 unfavorable YTD.
- Gate Receipts (I-103.1) continue to be strong for 9 consecutive months. YTD our gain is \$18,882 over budget.
- Heritage is behind on August's expense reimbursement of \$935.74, due August 31. This billing is for normal shared expenses and there are no extraordinary or contested items.
- All Other, \$2,385, includes \$781 in primarily Capital Reserve Interest.

**EXPENSE**

- E-308, Meeting Expense was \$1,390 for the month, \$1,360 below budget due to the picnic expenses being less than budgeted.
- E-401, Contract/Roving Patrol was \$23,866 for the month, \$197 over budget due to extra guard coverage when the gate was broken.
- E-502 AM Office Expense was \$1,747 for the month, \$247 over budget due to the POA office being billed for the 2<sup>nd</sup> and 3<sup>rd</sup> quarter electricity.
- E-602 Legal and Profession was \$980 for the month, \$980 over budget due to review of the Time Warner contract
- All other line items are below or right at budget.

**COMMENTS**

- 3rd installment of \$20,000 to our 2010 Capital Reserve Fund was done in September
- A supplemental transfer to Capital Reserve will be made in November or December to insure that we have a clear view of our year ending position.

## **Association Managers Report**

*2010 Assessment Report* – Marion reported assessments were still being received. There were ten owners who were paying regularly (most payments were under \$500) and nine owners who are in foreclosure and have not paid their assessment. Marion also advised the BOD that there are four owners in foreclosure who have paid their assessment.

*Cost Savings Review* – There were no outstanding cost savings during September. However, the cleaning contract was cancelled for the guard house at a savings of \$100 per month.

*Office Responsibility Change* – Marion said that in 2011 she and the staff would work to bring in-house more of the responsibilities for the Plantation. A few classes will be needed in order to do that.

*Securitas* – An issue with a guest reported by a home owner was discussed. The damage to the camera was also discussed. The BOD asked Marion to work with the BOD liaison and the Security Chair to research what options for cameras in the guard house and on site are available.

## **Old Business**

*Airport Issues* – Bob Gentzler, Bob Richardson, and Ron Smetek reported on the overall status of the airport situation. They have met with Congressional Representative, Joe Wilson's local staff, the Island Packet and various County and Town council members. The Town of HH Council is planning to vote on the T&B submission on October 27 and Bob R. plans to send a blast to owners encouraging them to attend the council meeting.

*Hargray/Time Warner Contracts* – Marion and Bob have been working with Jeff Locker, attorney to have these contracts prepared for signature.

*Stormwater Drainage Plan* – There has been no further information on the contract. At this point in time the ball is in the court of the Town's attorney to produce revised drafts for both the POA and CNL/Heritage.

Scott questioned the purchase of a sump pump for the Ft. Howell area that was flooded during the recent flash flood. Bob R. said, ironically, that this would have been part of the Stormwater Drainage Plan, and therefore, the Town's responsibility, had the Agreements been executed. Both the Maintenance and Environmental committees will address the feasibility of a permanent sump pump for this area.

*Motorcycles* - Ron questioned why there was something on the marquee regarding a motorcycle meeting. The Association Manager or none of the BOD members were aware

of who had decided to put it on the marquee. Scott Slawson will discuss with the Communications Chair who handles the marquee.

*Deer Culling* – Bob G. made a motion to cull 35, per the recommendation from the survey, at a cost of \$75.00. Ron seconded the motion and it was approved 3-2.

### **Budget**

Rich Miller, Chair of the Finance Committee, presented the 2011 Budget. After discussion, there were some revisions to the Budget which will be included in the Annual Meeting mailing and discussed at the BOD meeting, if there are questions. Ron made a motion to accept the budget with the recommended assessment increase. Bob G. seconded the motion and it was unanimously approved.

Options to be considered relating to cost savings and other items were discussed and will be future fine tuning decisions relating to this budget.

### **Report of Committee Liaisons**

*Finance* – the budget was presented earlier

*Covenants* – Many corrective actions are taking place.

*ARB*

- An owner cut down a tree without requesting approval. Ron suggested we fine the owner for the unauthorized removal of the tree, and request mitigation.

- Ron made a motion to extend the terms of two ARB members, Ed Zensinger and Ken Olivolo, whose terms are up at the end of the year but who would like to stay on as members of the ARB. Bob G. seconded the motion which was unanimously approved.

*Communications* – Scott will discuss the issue of the marquee with the Chair.

*Personnel* – Scott will like to have an Executive session in November to discuss 2011 personnel issues and in December to discuss 2010 goals. He requested Marion put the issue on the calendar.

*Maintenance* – Bob R. had a meeting with the two chairs of the committee and there are three major items on their agenda.

- Road Work – correcting the dips
- Heritage Landscaping – volunteer day to work on the course
- Tracking maintenance of mailboxes.

### **Adjournment**

There being no further business, the meeting was adjourned at 9:45 AM. The next scheduled meeting of the BOD is Friday, November 19, at 7:30 a.m. The Special Meeting of the BOD will take place on Thursday, November 11, at 7:00 p.m.

Respectfully submitted,

Marion Gorczynski  
Community Association Manager