

**Palmetto Hall Plantation Owners' Association**  
**2009 Board of Directors Meeting Minutes**  
**January 30, 2009 - 8:00 a.m.**  
**Palmetto Hall Plantation POA Office**

**Call to Order**

Art Loeben, President, called the meeting to order at 8:00 a.m. at the Palmetto Hall Plantation POA office. Other BOD Members present were Bob Richardson, Vice President; Joe Bogacz, Treasurer; Rick Smith, Secretary; Tom Renshaw, Scott Slawson and Ron Smetek, Members-at-Large. Marion Gorczynski, Association Manager, was in attendance.

**Approval of Minutes**

Rick Smith presented the December minutes of the 2008 BOD and the 2009 BOD for approval. Ron Smetek the minutes be approved as presented. Tom Renshaw seconded the motion, and the minutes were then unanimously approved.

**Treasurers Comments to preliminary year ending 2008 numbers**

Note that all financial comparisons are made to the 2008 Forecast done in August and that these are unaudited and preliminary numbers. A final year ending report will be made by our outside audit firm, Cherry, Bekaert and Holland and a revision to these comments will be made at that time.

The Association ended the year with a \$22,708 budgetary surplus, which overall is good showing.

Our revenue side was up \$17,010 over forecast due to higher decal income (I-103), adding \$13,562; an understatement of Community Services - Golf Course revenue (I-201), for a gain of \$2,370; a higher than forecast maintenance reimbursement number from Heritage (I-202), \$1,616 and more advertising revenue than anticipated (I-105), for a plus of \$1,050.

Expenses were substantially less than forecast by \$32,924 which demonstrates- in part - that year end spending restraints were effective. The Association lowered its contribution to Capital Reserves (E-901), saving \$20,000 versus forecast; and, Grounds Maintenance spending (E-108) was \$12,350 beneath forecast. Other pluses and minuses on the expense side basically netted each other out.

Joe also stated that the ARC's have all been sold and that there was a small problem with the interest rate with a Coastal States CD but that has been corrected. Scott asked if Palmetto Hall has a capitalization policy and Joe said we did not.

Art stated that our current CD rates are very good and ahead of the curve. However, we have two CDs at UBS that will be due in February plus money in the Operating Fund that

could be converted to CDs. Joe stated that Jerry Killeen of the Finance Committee is working on this and will report to the Finance Committee on February 9.

Joe also reported that we had received an engagement letter from Cherry, Bekaert & Holland for the review they were performing. Joe had some items he wanted to discuss with Ray before signing it. CBH will begin our tax preparation.

Joe stated that we will be accounting will be done on a cash basis for 2009 versus the accrual basis used in the past.

### **Presentation by the Motorcycle Committee**

At 8:30 a.m., Louis Bell, Todd Rhine, and Phil Caposella who are members of the committee to allow selected motorcycles to be ridden in the plantation presented their reasons. They then requested permission for one person to be allowed to ride their motorcycle in the plantation. The group then left the meeting and discussion of prohibiting motorcycles in general resulted in a vote of 7-0 against that request. The second request by Dr. Bell to use his motorcycle to and from the front gate failed by a vote of 6-1.

### **Association Managers Report**

Marion reported that a financial breakdown had been included in the package for BOD liaisons to give to their Committee Chairs. Also Committee Chairs should be kept informed of the financial status of the committee after each meeting, if they so desire.

Marion said that foreclosures are becoming a larger part of the office responsibility. Two homes were foreclosed on in 2008 and the proper procedures for recovery of assessments, transfer fees, etc. have been handled by the office. She had been made aware by the attorney of two other foreclosures, one property we have a lien on and the other that is not yet in arrears with the POA.

The staff is working on the web site but we can only add information we receive. Currently we are trying to update the committees. She did have a report the Advisory Committee had not been updated for a couple months but replied that as Tom Rogers had left the Committee no one sent report. Ron said that there had not been any meetings for two months but he would have someone from the Committee forward the minutes.

### **Old Business**

*Lagoon Maintenance* - Neutered carp has been put into the lagoons by the Lake Dr. in substantial quantities. The Lake Dr. is optimistic for good week control.

Shared Maintenance Agreement – Board discussed several plans and a general discussion ensued

## **New Business**

*Resolution of Thanks* – A resolution of thanks for the three members who left the BOD in December was signed by the President and the Secretary and Marion will send to them. Art made a motion that the presentation be made a tradition. Tom seconded the motion and suggested they be presented at the annual meeting.

*Dates for 2009 Meetings* – The BOD agreed to schedule meetings on the third Friday of each month at 7:30 a.m.

*Click to Open Gate near Fort* – Marion advised that the Fire Dept. has decided to hold off on this gate due to the economy.

*Owner Fine by ARB* – An owner had considerable repairs done to the outside of his home without a permit or advising the ARB. The ARB recommended a \$250 fine. The BOD voted 4-3 to fine the owner \$100.

### *Scott's Draft Letter:*

- Joe felt we should hold off sending a letter to the community until we have a contractor in place along with an update on cost.
- Tom felt we should improve the reputation of the BOD; have quarterly communication and solicit priority items from the community
- Rick stated we should wait until the 3<sup>rd</sup> quarter or annual meeting to pursue an assessment.
- Ron felt we should have some form of communication to owners in the next month.
- Scott felt there should be communication from the BOD now.
- Conclusion of Board was to have a letter go out to the owners by the end of the 1<sup>st</sup> Q.

*2009 Top Priority Items* – The following were chosen as priority items:

- Hire a contractor to give us an estimate for the road repairs/replacement as soon as possible
- Better communication with owners NOW
- Improve reputation of the BOD with the community
- Identify Revenue Opportunities

## **Committee Exception Reports**

*Roads* – Bob said he has been unable to find a chair for the Road Committee, which has now become part of the Maintenance Committee. The Committee discussed the roads with an owner, who would be a great chair, but does not want to take on the responsibility. Scott and Art will contact him and advise him the Plantation needs him.

*Airport Commission* – Ron advised that Terry Ennis requested that the BOD send a letter to the Commission supporting Bill Coleman as a representative. Ron will draft a letter for Art to send.

*Security Committee* – Tom advised the BOD of a new chief for Securitas after Paul retired. He advised Paul was given a certificate and a \$150 check from the Plantation. Discussion then took place on curfews and a vote of 4-3 was taken to determine if Palmetto Hall should investigate curfews. Discussed a gate across the entrance to the ball field, Bob Richardson, will pursue and report back to the BOD.

*Covenants* – Rick reported Ed Stempien was the new chair of the Committee. The rest of the members remain the same. They will have their first meeting in March and will do two ride-a rounds during the year.

*Maintenance* – A memo was included in the package of the plans for the committee. Currently trees are being trim. Bob advised that Heritage will not maintain the “golf cart warning” signs in the Plantation. A volunteer group from the Maintenance Committee is switching the signs around for better coverage.

ARB – The O’Brien’s, 5 Saxon Lane have requested a hearing with BOD after the ARB voted against their request to paint their columns and garage door white. The Board will hear their appeal at the next meeting on 02/20/2009.

There being no further business, the meeting was adjourned at 10:45 p.m. The next regularly scheduled meeting will take place at 7:30 a.m., February 20, 2009 in the PHPOA office.

Rick Smith  
Secretary

NOTE TO THE MINUTES – UBS joined the meeting to have three officers, Art, Rick, and Joe sign resolutions for signatures on documents needed by them.

Art questioned UBS why PHPOA was not given copies of CDs as other banks gave. They stated since they were an investment firm they did not give out copies of CDs – just reported them on their financial statements which the office has access to through UBS’s website