

**Palmetto Hall Plantation Owners' Association**  
**Board of Directors Meeting Minutes**  
**April 23, 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 Joe Bogacz, Treasurer; Art Loeben; Mike Danoff, and Scott Slawson, Members-at-Large. Ron Smetek, Vice President; and Bob Gentzler were absent. Marion Gorchynski, Association Manager, was present.

**Request by Maintenance Chair**

Jeff DiBiasio joined the meeting to request that the BOD approve removal of the Cypress tree behind the Guard House and replacing it with a smaller, easier to maintain tree. Jeff then left the meeting

**Approval of Minutes**

Marion presented the March minutes for approval. Art Loeben moved the minutes be approved as amended; Joe Bogacz seconded the motion; and the minutes were unanimously approved.

**Communications Chair Report**

Brad Tufts, Communications Committee Chair, joined the meeting to report on his committee's activities for 2010. He advised one Newsletter had been sent, the Directory had just been delivered, and the marquee is prepared by the Committee. He had also proofed the Hurricane Guide Marion is in the process of preparing.

**Treasurer's Report**

**REVENUE**

- Residential Assessments (I-101), are \$18,440 below budget for the month, but are \$8,306 favorable YTD through March.
- Decal Sales (I-103) was \$5,397 over budget for the month but is still below budget for the year by \$1,973. However, comparing first quarter totals: 2010 total of \$46,977 versus last years, 2009 total of \$36,170, we are seeing a 30% or \$10,807 increase over the same period in 2009.
- Gate Receipts (I-103.1) have been over budget for 3 consecutive months. Comparing first 3 month totals: 2010 of \$15,621 to 2009 of \$9,363; there is a 2010 increase of 67% or \$6,258 increase over 2009.
- Advertising Income (I-105) is \$2,130 favorable for the month, and \$3,710 favorable YTD, as a result of ad sales for the homeowner's directory.

## EXPENSE

- E-302, Communications/Newsletter/Web is \$516 over budget for March, but will be under in April.
- E-504, Postage is \$272 over budget due to the special mailing that was done for the Transfer Fee vote.
- E-604, Legal Rebillable, reflects payment to CBH for tax preparation and filing.
- Federal taxes of \$2,830, and State taxes of \$496 were paid in March.

Assessment Payments: Following is a snapshot as of April 13 of where we stand on the payment of residential assessments within the community. Bear in mind that this is a constantly moving target and that this information is simply intended to provide the Board with a frame of reference on our overall payment status.

<u>Status</u>	<u>No. of Properties</u>	
Paid in full	473	(90%)
Periodic payment arrangements	24	(5%)
In foreclosure	10	(2%)
In closing	4	(1%)
No contact made with the POA	<u>12</u>	<u>(2%)</u>
	523	(100%)

Overall, 96% of our owners have either paid in full, are making periodic payments or are in the sales closing process which an overall positive number. Unfortunately though, that leaves 4% which are either in foreclosure or have not made any contact with the POA office to work out payment arrangements. We suggest taking direct steps towards the 12 “no contact” properties, bearing in mind that these are primarily lots, not developed properties.

### Activity Indicators:

- 3 properties currently under construction
- 1 property in building approval process
- 51 properties currently on the market (21 lots + 30 SF homes)
- 2 closings in March (1 lot + 1 SF home)

Recommendation: Joe made a motion that we make a \$20,000 contribution towards the Capital Reserve Fund. Art seconded the motion which was unanimously approved.

### Association Manager’s Report

*Fire Dept – Click to Open* – The gate has been repaired and is open mornings and closed at night by the guards. The Fire Dept. is in the process of planning the installation of the Click to Open gate. They advise Marion of the process.

*Hargray/Time Warner Contracts* – Brian Pitts is discussing the final remaining issues of the contract – whether to sign the contract for three or five years. He will then pursue the contract with Time Warner

*2009 Assessment Report* – Marion reported there are nine owners who have not communicated with the office regarding payment of their assessments. Marion will send the list to Art Loeben who will prepare a letter advising them of a Notice of Intent to remove their pin number for guest passes and request them to attend a hearing prior to that meeting. The letters will be sent by Certified Mail. The homes in foreclosure will receive the letter also. Art made a motion to prepare the letters, Joe seconded the motion, which was unanimously approved.

*Cost Savings* – Marion reported that she met with representatives from Hargray and, by eliminating some unnecessary items on the phone bills for both the guard house and the office, the phone bills would be lowered by about \$75. Scott questioned whether we were not being charged extra for the second line installed after the cell phone for the office was eliminated. Marion explained it was not a second line, just a roll-over line.

*Hurricane Preparation* – Marion had prepared a Disaster Recovery & Evacuation Guide to be distributed to owners before June 1, the beginning of hurricane season. She requested the BOD send her any comments/changes/additions/etc. Art stated he would like the comments before a meeting he is planning for the third week in May.

### **Old Business**

*Airport Issues* – Bob said Ron would be meeting with Joe Wilson next week regarding the legal issues with cutting of the trees. He also said he, Bob Gentzler, and Ron Smetek are pursuing the sound study issue with the Town of Hilton Head. They are investigating the various methods of abating the sound from planes.

Ron reported the earliest tree cutting would probably be mid-summer. Bob said that the Mayor has said he did not agree with the latest study for the airport which was to lengthen the runway 1000 feet.

An airport sub-committee was proposed by Art and seconded by Joe. It was suggested that Don Schwarz should chair the committee. It was unanimously approved.

Bob also stated that a Committee wanted to start a petition regarding the airport and it was available to sign in the back of the room. It would also be available in the office.

*April Town Hall Meeting Report* – The Transfer Fee did not pass. There were 220 votes for the fee (72.13%), 85 against (27.8%), 4 were returned signed but with no vote either way, one was ineligible to vote for a total of 310. Marion reported four came in after the meeting for a total of 60%.

### **New Business**

*Security* – Mike reported that there had been illegal entries at three homes recently. The homes were unlocked and items were removed from areas where they were obvious to the person coming in the door. Various methods were discussed of apprehending the

thieves. Mike made a motion to add two additional guards to the staff so that there are always two guards on duty. Art seconded the motion which was unanimously passed

After reviewing an e-mail by Bill Schumacher, Chair of the Security Committee, it was decided to defer the issue of a Neighborhood Watch for this year.

The BOD discussed the removal of pin numbers after a second violation for speeding in the Plantation. The speeder would be requested to attend a Hearing by the BOD and his pin number could be removed. Mike and Marion will discuss with the Captain and report at the next meeting.

*Covenants* – Freda Fence Issue – the BOD approved a hearing requested by the owner regarding the fence in his back yard. The Covenants Chair should set up the meeting after the next BOD, May 23, at approximately 11:00 a.m. and should attend the meeting.

*Letter to Heritage* – Mike presented a letter from the BOD to Heritage thanking them for their cooperation on various issues. Bob suggested the letter should go to both Ray and Claude. After Bob wordsmiths it, Marion will send it.

### **2010 BOD Top Priority Issues**

The transfer fee passage, the roads, and the airport will continue to be the priority items.

### **Report of Liaison Officers**

*Maintenance* – no report

*Nominating* – Art is looking for viable candidates.

*Hurricane* – Art will schedule a meeting in mid-May to review the brochure and evacuation procedures by the office and the guard house.

*ARB* – no report

*Environmental* – Bob reported the lagoons look good.

*Communications* – As reported by the Chair, the Directory was passed out to owners this week.

*Security* – Discussed earlier in meeting.

*Advisory* – There was no meeting.

### **Adjournment**

There being no further business, the meeting was adjourned at 11:00 AM. The next scheduled meeting of the BOD is Friday, May 21, at 7:30 a.m.

Respectfully submitted,

Marion Gorczynski  
Association Manager