

**Palmetto Hall Plantation Owners' Association**  
**Board of Directors Meeting Minutes**  
**May 21, 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; Ron Smetek, Vice President; and Bob Gentzler, Secretary; Mike Danoff, and Scott Slawson, Members-at-Large. Art Loeben was absent. Marion Gorczynski, Association Manager, was present.

**Approval of Minutes**

Marion presented the April minutes for approval. Joe Bogacz moved the minutes be approved; Ron Smetek seconded the motion; and the minutes were unanimously approved.

**Treasurer's Report**

**REVENUE**

- Residential Assessments (I-101) are \$1,529 above budget for the month, and are \$9,835 favorable to YTD budget through April.
- Decal Sales (I-103) was \$1,570 over budget for the month but is still below YTD budget by \$403.
- Gate Receipts (I-103.1) have been over budget for 4 consecutive months.
- Advertising Income (I-105) is \$490 favorable for the month, and \$4,200 favorable to YTD budget, as a result of ad sales for the homeowner's directory.
- ARB Submission Fees (I-104) are \$850 below for the month. YTD fees are \$2,010; 50% or \$19,990 below YTD budget.
- Road Impact Fees, (I-107), which is linked to ARB Submission Fees, is also below budget. In April we had our first 2010 fee of \$200. Road Impact Fees are \$1,300, or 87% below YTD budget.
- Time Warner Franchise Fee (I-303) of \$5,744 was paid to the POA this month, \$244 over budgeted amount.

**EXPENSE**

- Signage (E-105) has a negative amount, (\$222) as the POA was reimbursed by a homeowner for damage done to a sign that the POA paid for in March.
- Plantation Directory (E-305) is \$2,080 over annual budget but is offset by Advertising Income (I-105)
- Insurance (E-601) has a negative amount, (\$138) because of a refund due to a change in our insurance policy.
- Legal And Professional (E-602) reflects the payment to CBH for preparation of the 2009 financial report
- Overall expenses, \$209,388, continue to be below YTD budget, \$226,150, by 8% or \$17,123.

Per BOD approval in March a \$20,000 contribution towards the Capital Reserve Fund was done on May 18, into a CD at The Savannah Bank.

Assessment Payments: Here is a comparison as of May 17 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.

	February	March	April
Status:	# of properties:		
Paid in full	460	473	485
Periodic payment arrangements	20	24	24
In foreclosure	9	10	11
In closing	4	4	1
No contact made with the POA	30	12	2
	523	523	523

Overall, 97% 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 3% which are either in foreclosure or have not made any contact with the POA office to work out payment arrangements.

Activity Indicators:

- 1 property currently under construction
- 1 property in building approval process
- ? properties currently on the market ( lots + SF homes)
- 3 closings in April (2 lots + 1 SF home)

**Association Manager’s Report**

*Security Issues* – Marion and Mike reviewed the security issues and preventive steps that are being taken, including additional hours by the guards. Mike stated that Master Sergeant Novack will join the meeting later to report on BCPD efforts regarding the thefts. Sergeant Novack felt that a Neighborhood Watch, where owners called the guards BCSD, or office if there were problems could be a deterrent to problems. He also felt contact with owners by e-mail blast was important.

Marion stated that the Security Committee had two recommendations that wanted to present to the BOD:

- They suggest that all golf carts that are not registered with the Club, must be registered with the POA office. Proof of insurance, a driver’s license for all drivers in a family must be submitted to the office to receive a decal. The

Security Committee suggested that a blast be sent to all owners advising them of the regulation before June 1 and that all carts must comply before July 1.

Discussion took place regarding the regulation. It was determined that carts that were not registered would be fined \$250 if stopped by the Security staff. Ron made a motion to pass the regulation, Mike seconded the motion. The motion was approved with a 5-1 votes.

- The Security Committee also recommended that when guest passes are issued, the guards should check license driver's licenses on the incoming guests to make sure that the passes correspond with the license. Ron made a motion to pass that regulation, Mike seconded the motion, which was approved by 5 votes for and one member abstaining.

*Hargray/Time Warner Contracts* – Bob Richardson and Marion are working with Hargray and Time Warner to finalize the contracts. They hope to have the contracts signed and completed by the next meeting.

*Audio Equipment Costs* – After a review of the cost for purchasing equipment, it was decided to continue to rent it from the Club as needed, or to borrow from BOD members.

*2010 Assessment Report* – Marion reported there is one owner who has not corresponded with the office regarding their assessment or the Hearing Notice. There are currently 22 owners on the Payment Plan and nine in foreclosure, some of which are paying on their assessment.

*Cost Savings* – The cost savings for the month were included in the package. There were no questions

*Hurricane Preparation* – Marion had prepared a Disaster Recovery & Evacuation Guide to be distributed to owners before June 1, the beginning of hurricane season. The BOD approved the Guide and Marion will have it printed and delivered to owners immediately.

### **Old Business**

*Airport Issues* – Two primary efforts are underway. They are getting a neighborhood noise study done prior to any tree trimming /removal work and challenging the FAA funding of the tree removal project. In addition, a Residents Awareness committee has begun to function led by Don Schwarz. All work is being coordinated by a sub-group of the board including Bob Richardson, Ron Smetek and Bob Gentzler.

*Beaufort County Sheriff Department Report* – Sargeant Novack attended the meeting and reported on the community. He emphasized that before the spat of recent illegal entries the community had a sterling reputation for safety and that there was really no concerns as indicated in their quarterly reports. He gave his views on the situation and what was being done, and what should be done to stop any further crimes. He emphasized that communication was an important factor and that safety is the main issue.

Also that owners should have detailed records and pictures of items that could possibly be stolen. Sargeant Novack then left the meeting.

***Covenant Committee Chair Report*** – Rich Penwell, Chair of the Covenants Committee, joined the meeting and reported on what the committee is doing. He stated there were a large number of letters that went out regarding mailboxes.

### **New Business**

*Covenants* – Freda Fence Issue – Mr. Freda could not join this meeting. Bob will contact him to set up a different date for the meeting regarding the fence in his yard.

*Picnic – September 11* – Scot reported that he had contacted the Women’s Club, the magician, the band, and the Club to rent the pool.

### **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**

Due to time constraints, there were no Committee Reports

### **Adjournment**

There being no further business, the meeting was adjourned at 11:00 AM. The next scheduled meeting of the BOD is Friday, June 18, at 7:30 a.m.

Respectfully submitted,

Marion Gorczynski  
Association Manager