

Palmetto Hall Plantation Owners' Association  
2011 Board of Directors Meeting Minutes  
May 20, 2011 – 7:30 a.m.  
Palmetto Hall Plantation POA Office

**Call to Order**

Scott Slawson, 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; Bob Gentzler, Secretary; Mike Danoff, David Henson, and Tom Renshaw, Members-at-Large. Marion Gorczynski, Association Manager, was present. Ron Smetek was absent. George Banino of the Environmental Committee joined the meeting. Marilyn Allpress, Ellie Pierce and Lynn Miller also joined the meeting at 10:00.

**Approval of Minutes**

Scott asked for approval of the 2011 BOD April Meeting minutes. Joe moved the minutes be approved; David seconded the motion; and the minutes were unanimously approved, as amended.

**Treasurer's Report**

**REVENUE**

- Residential Assessment Income (I-101) for the month was \$23,053; which is unfavorable (\$6,623) for April. YTD, we have received \$578,566, or 96% of the annual budget amount of \$601,650 and we are \$11,445 favorable.
- Decal Sales (I-103) at \$2,120 were (\$880) unfavorable for the month. YTD decals sales are \$50,300, and are (\$1,700) unfavorable for the year. Through April 2011, we have received 88% of our annual budget.
- Gate Receipts (I-103.1) continue to be strong in April. April receipts at \$5,650 are \$650 favorable for the month. YTD receipts are \$20,841, which is \$3,841 favorable.
- In April we received Heritage's payment of \$604 for the March billing (I-202) with April and May open for \$626 and \$3,872 respectively
- All Other at \$2,597 favorable primarily reflects Capital Reserve Interest Income of \$1,628; along with Franchise Fee (I-303), and the \$6,673, received from Time Warner in April that was \$373 higher than budgeted.

**EXPENSE**

- Lighting/Electrical Repairs (E-106) was \$792, (\$542) unfavorable for the month due to entrance post lights installation, plus associated labor.
- Irrigation Repairs (E-107) was \$623, (\$373) unfavorable for the month due to adjusting and replacing irrigation sprinkler heads.
- Grounds Maintenance (E-108) was \$10,303 and \$1,475 favorable for the month, reflecting entrance area planting and upgrades for the spring display.
- Heritage Shared Maintenance (E-109) was \$3,848, (\$3,048) unfavorable for the month. The May billing includes several extra shared maintenance items: Flowers-\$1,972; Irrigation Repairs-\$463; and Lights at front entrance \$792.

- Water for Irrigation (E-202) was \$1,585, (\$335) unfavorable for the month due to dry conditions.
- Legal & Profession (E-602) was \$1,460, \$7,540 favorable for April but (\$1,058) unfavorable year to date. This month's favorability is simply timing as the CB&H payment was made in March, although being budgeted for April.

#### COMMENT

- The first \$20,000 contribution to Capital Reserves was made. A CD was opened at NBSC.
- A motion was made by the Treasurer to transfer an additional \$20,000 from the Operating Fund to the Capital Reserve Fund. Tom Renshaw seconded the motion. It was passed by a vote of 5 for, 1 abstain.

#### Association Manager Report

- Marion requested that articles for the Summer newsletter be sent to her office no later than June 1.
- Marion also said the response from the week-end of April 16, 16, 17 was very favorable. The office Open House, the Debris pick up, and the Kickball game were enjoyed by owners. Scott suggested a Bike Ride this summer where owners would meet at the pool and ride their bikes to the Fort. He would try to have someone from the Land Trust share information regarding the Fort. He also felt the POA should have another Debris Pick Up in the fall.
- Four owners have not paid their assessments or had communication with the office regarding the payment plan. (except for those in foreclosure).
- Marion said that the office staff would like to publish the directory at the end of 2011 instead of early 2012 because of the heavy demand in the first quarter. The BOD agreed and requested that a map be added to the Directory.
- CapSure has been installed. The office staff and the guards are working through the process to get the full potential of the program. One feature that was put in place was that those in arrears or in foreclosure for the assessment are unable to call in guest passes.

#### Airport Extension

- Bob Gentzler reported that the Airport Committee had met with a number of the Town Council members. They also planned to attend a County Council meeting at the Hilton Head library on May 23<sup>rd</sup>. They felt that people were listening to the Compromise Proposal developed by Palmetto Hall and Port Royal. They also had met individually with Town Council members.
- Bob stated he thought the POA might need to have legal representation if St. James current legal action fails. Bob suggested that we might casually discuss with Jeff . No funds were approved for such discussions.

## **Old Business**

*Tree Pruning and Flowers* – David reported that the shrub and tree trimming was almost completed. The Maintenance Committee met and discussed the BOD request for bids for the landscaping contract (minutes attached). They felt Ocean Woods was doing a satisfactory job and should be given direction if more was needed. The motion from the previous month to get competitive bids for landscaping was upheld and directed for the year end time period.

*Road work* by MAJ was completed. The Maintenance Chair and Liaison felt no further work or discussion would be needed until fall. Tom Renshaw stated Ft. Howell should be resurfaced soon. Discussion regarding hiring an engineer ensued. Marion suggested that Scott Liggett, the Town Engineer, could be asked to review the roads and make suggestions for a timeframe. Bob Gentzler said he had worked with Scott on various issues and would discuss this with him. Tom requested that the Finance Committee research where the money should come from and the cost per mile.

*Stormwater Drainage* – Bob reported that the Plan is in the hands of the Town of HH attorney and we are requesting action before the new fiscal year through council members.

*Committee Minutes on Web Site* - David pointed out that there were issues in the attached Maintenance Committee meeting minutes that would not be appropriate if put on the web site.

## **New Business**

*Alligator Policy* – The policy was reviewed and suggestions were made for revision. Bob Gentzler will revise and send to Board prior to the next meeting.

*ARB Letter from Donnells* – Tabled until the June meeting.

*Marquee* – Bob Gentzler will discuss with the Communications Chair that the marquee be kept more timely. The BOD also requested that 3” letters be used instead of the 2”.

*PHPOA Concerned Citizens* – Marilyn Allpress, Lynn Miller, and Ellie Pierce made a presentation to the BOD regarding some of the issues they, and a large group of women in Palmetto Hall, have regarding numerous issues.

## **Committee Liaison Reports**

There were no further reports but Mike Danoff reported he is still working on signage for Palmetto Hall.

There being no further business, the meeting was adjourned at 11:00 AM. The next scheduled meeting of the 2011 BOD will be held on Friday, June 10, at 7:30 a.m. in the BOD Meeting Room at the POA office.

Respectfully submitted,  
Marion Gorczynski, Community Association Manager  
Bob Gentzler, Secretary