

**Palmetto Hall Plantation Owners' Association  
Board of Directors Meeting Minutes  
June 19, 2009 – 7:30 a.m.  
Palmetto Hall Plantation POA Office**

**Call to Order**

Art Loeben, President, called the meeting to order at 7:30 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, Ron Smetek and Scott Slawson, Members-at-Large, and Marion Gorczynski, Association Manager..

**Approval of Minutes**

Rick presented the May minutes for approval. Ron Smetek moved the minutes be approved, Joe Bogacz seconded the motion, and the minutes were unanimously approved.

**Association Managers Report**

Marion report that William Winn, Chairman of Beaufort County Emergency Management system recommended that security providers for plantations in Beaufort County have a satellite phone. The cost, however, is \$5200.00. Marion also advised that in the event of a hurricane cell phones would probably not work so the BOD should know how to text. The BOD requested Marion to see if there are any ham operators in the Plantation. Marion also passed out cards to the BOD with e-mail and cell phones numbers of members of the BOD and important contacts during a hurricane situation.

Marion said there were six owners who have not paid any of their assessment or contacted the office. The BOD requested her to put liens on the properties immediately. She also said there were four owners who had paid a minimal amount. The BOD asked her to send them letters and to revoke the pin numbers if she did not get an immediate response.

AT&T had contacted Marion regarding installing a Communications Tower in the Plantation. They were considering a place near the guard house but their ideal location was to be in the Club parking lot. AT&T later stated that they had decided not to pursue the project themselves but were turning it over to a Communication Tower Company who should be contacting the POA.

**Treasurer's Report**

**REVENUE**

- As of May 31, \$22,705 in residential assessments remains outstanding but roughly \$5,000 may be uncollectible (4 T&S and 1 residential)
- Decal income is at \$57,955 versus \$100,000 FY budget. Heritage is current through April billing. May billing of \$506 due May 31 is unpaid as of June 8.
- YTD Revenue reflects \$6,427 in Capital Reserve interest income.

**EXPENSE**

- \$1,400 in signage repairs for plantation wide sign refurbishment.
- Grounds Maintenance (E-108) is \$12,500 beneath YTD budget.

- Electricity & Water (E-201 & E-202) are in total \$2,400 beneath YTD budget.
- Security (E-400) is running \$7,223 over YTD budget.
- In June we will have \$324 Federal and \$264 South Carolina additional tax expense

### RECOMMENDATION

- Both the Operating and Compliance accounts at UBS have been liquidated and closed out.
- In May we moved \$3,539 in accumulated interest into the operating account.
- Recommend moving \$20,000 from Operating to Capital Reserve. We are currently spending about \$45,000 per month which approximates about \$315,000 for the remaining 7 months of the year with \$370,313 in our operating account.

The BOD agreed that \$20,000 should be transferred from operating to Capital Reserve. Marion will advise Katie to do so.

Joe said the Letter of Credit was signed. He stated that the BOD must make the decision to take money from the LOC and use.

Joe reported that there are currently 66 (11%) properties for sales in Palmetto Hall; 35 homes and 31 lots. If all of those sold, it would be for about \$31 million. A transfer fee for that amount would total \$78,000. That would be money that Palmetto Hall is losing because we do not have a transfer fee. Tom Renshaw felt that this should be explained to owners and suggested a Town Hall Meeting in Sept.

### Old Business

***Committee for Fuel Efficient Vehicles*** - Dr. Bell joined the meeting to report on motorcycles and other vehicles. He presented the names of other plantations that allowed motorcycles and stated they did not have problems. He requested a space on the Annual Meeting Agenda to present the Committee's request for the vehicles. Art advised him that he could have five minutes and any resident is allowed three minutes at the meeting just by raising their hand and requesting to be recognized.

***Roads Project Report*** – Art thanked Bob Richardson, Jeff DiBiasio, and Dave Pierce for the work they had done on contacting C2 and Thomas Hutton for reports. Bob stated that from what he had read in the reports it looked like Thomas Hutton is more expensive but he will meet with C2 before the next meeting to compare information. The BOD asked for the total amount of the Thomas Hutton report. Bob said he needed more information. It was agreed that C2 is more economical; TH is more structural.

***Stormwater/Drainage Agreement*** – Bob reported that CNL had responded to the Town of Hilton Head regarding the agreement. Bob will meet with Scott Liggett of the Town to see if he can get a copy of the report, and to keep pressing to get the agreement signed.

Bob also reported that after checking on the Anderson flooding problem, it was determined that the driveway was too low and created the problem. There was a response from a company to install a swale for \$400. The BOD agreed that the cost should be shared by the two owners, and Andersons and the Bunns. Marion will send a letter.

***Avigation Agreement*** – No further information was received from our attorney who is working on this issue.

***Survey***- The BOD had reviewed the Survey and suggested some minor changes. They will advise Marion in writing of the changes. Scott will review before it is finalized. The survey will be sent out to owners on the Blast, Web Site, and mailed with an envelope in the Newsletter. Courtney will compile the statistics for the September meeting.

***Personnel Goals*** – The Goals for the Association Manager were approved by the BOD. Marion questioned one of the goals – attending Committee Meetings – because some of the Chairs such as Environmental and Finance – did not want her to attend the meetings. The BOD just requested her to attend meetings where she was welcome.

***Community Picnic*** - Rick said that after polling a number of owners, he found interest to be low for a community picnic. Scott felt that the BOD should go ahead with the plans but possibly September would be a better time frame. Rick suggested that the Volunteer Thank You Party could be combined with the picnic which would save money. The BOD agreed. Rick and Scott will check with the Club to see if the space is available for a date in September. A budget was discussed.

### **New Business**

***Security Contract*** – Tom reported that our Marion has prepared RFPs to be sent to three companies – Securitas, Wackenhut, and Allied Barton. Tom recommended an addition which Marion will make and then send them out.

***SB-30*** – Marion reported that SB-30 information has been put on the web site and blasts sent out to owners. No further action will take place under January, 2010 but owners will be kept aware of any further action.

***Noise Restriction*** – Joe passed out information on noise restriction from an area in Virginia where he previously lived. Marion said she was unaware of any issues during the times mentioned – 11:00 p.m. – 8:00 a.m. Art asked the BOD to consider and it will be put on the agenda for the next meeting.

### **Committee Exception Reports**

***Security*** - Tom reported there were four vandalism issues since the curfew was put into effect... The officers are still diligent about speeding. Tom Renshaw requested Marion to call the post office again about the possibility of adding a mailbox inside the gates.

*ARB* – A request by the O’Brien’s to get their compliance fee back even though it had been paid by the contractor was discussed. Ron will compose a letter detailing what information is needed from the O’Brien’s in order to do that.

*Covenants* – A number of letters regarding violations and mailbox repairs were sent out by Marion after a ride-around. There was a report of an electric fence and the BOD recommended a letter from the Covenants Chair to be sent to the owner.

*Environmental* – Bob reported the bird houses are occupied. The committee is currently working on Audubon certification. There are still lagoon problems which the Committee is working on with the Club and the Lake Dr.

*Maintenance* –Bob reported that the second meter had been installed at the gate for the lights shared with Heritage. The door was replaced and new locks were put on.

Sod will be added to the front entrance where it is weak.

Scott requested information regarding the owners’ lagoon and the possibility of putting in a dock and clearing a path so it can be used for fishing. Bob will check with PSD and the Maintenance Committee. Marion advised research had been done on this in the past by Fred McNamee and Bob said he would contact him.

*Nominating* – Rick reported there will be two positions open on the BOD and that they would really like to have a woman on the BOD.

**Adjournment**

There being no further business, the meeting was adjourned at 10:30 AM.

Respectfully submitted,

Rick Smith  
Secretary