

**Palmetto Hall Plantation Owners' Association**  
**Board of Directors Meeting Minutes**  
**September 16, 2008 – 9:30 a.m.**  
**Palmetto Hall Plantation POA Office**

**Call to Order**

Art Loeben, President, called the meeting to order at 9:30 a.m. at the Palmetto Hall Plantation POA office. He thanked Bob Richardson for running the August meeting in his absence. Pete Smith thanked Joe Bogacz for reporting on the Financial information at the August meeting. Other BOD Members present were, Bob Richardson, Vice President, David Henson, Secretary, Tom Renshaw, and Rick Smith, Members-at-Large. Marion Gorczynski, Association Manager, was also in attendance. Tom Black, Member at Large was absent.

**Approval of Minutes**

David presented the July meeting minutes for approval. Tom R. moved the minutes be approved; Rick seconded the motion. The minutes were unanimously approved.

**Treasurer's Report**

**REVENUE**

Revenue for August was \$54,218...\$8,033 less than budgeted. YTD Revenue is \$452,767... \$38,052 less than budgeted. Again low construction activity is the reason for most of the shortfall. I-103, Decal and Gate Receipts, are now \$26,580 below our budget. I-301.1 and I-301.2, Interest Income, is off \$4,798 due to lower interest rates. \*YTD Revenue includes \$16,371 in interest income already in our Capital Reserve Account.

**EXPENSE**

Expenses for August were \$44,881...\$5,672 less than budgeted. YTD Expenses are \$375,085...\$59,232 less than budgeted. E-108, Grounds Maintenance is \$17,915 below budget due in large part to the January payment being moved to December by the CPA recommendation and partly due to some budgeted maintenance projects not being done in the first eight months of the year. E-109, Heritage Shared Maintenance, is \$9,077 below budget due to fewer projects in the first eight months. E-306, ARB Expenses, are \$4,170 less, again to lower construction activity. E-401, Security, is \$13,627 below due to moving the January payment to December. The sum of these three accounts and the inclusion of Capital Reserve Interest in the Revenue total, makes the \$77,682 YTD Net Income somewhat misleading.

**SUMMARY/RECOMMENDATIONS**

In August, we moved another \$10,000 from our Operating Fund to Capital Reserves. We plan to move another \$10,000 in September. That will mean we will have moved \$40,000 of the \$60,000 goal before the meetings in October and December. The precipitous decline in construction has us estimating that we will miss our Decal/Gate Receipts budget by as much as \$50,000. The magnitude of this revenue loss, combined with our goal of moving another \$20,000 to Capital Reserves, leaves us with a cash flow problem. Cash flow forecasts dictate that we monitor discretionary spending very carefully during the next four months.

## **Budget**

The budget was presented by Joe Bogacz, Chair of the Finance Committee, and reviewed by line item, with minor changes to be made. Bob Richardson made a motion to approve the budget, Tom Renshaw seconded the motion. The motion was unanimously approved.

Pete stated that he and Bob had met with Claude to discuss budget and other issues. It was agreed that the Club would have the same reimbursement budget as last year. They also requested that Claude be advised of any charges prior to work being done, except for the normal maintenance charges.

## **New Business**

Art stated that he would like to add some items to the focus of the BOD along with the roads. They are:

1. Improved signage at the entrance to Palmetto Hall. He would like to see the entrance made more obvious and nicely decorated as you come down Beach City Road. This could be a shared item with Heritage.
2. Art suggested lining Ft. Howell Drive with oak trees from the Guard House to Madison to provide a canopy.
3. He would also like to see street signs changed to the Charleston type.

Art stated that the BOD should not just be treading water with items but should also be making additions that enhance the community. Items such as additional bird houses, bat houses, etc. should be added.

David suggested that the Committees should be challenged with these improvements.

Bob suggested that we possibly should have an overall beautification committee to make the plantation nice. He suggested an ad hoc committee be formed and submit their recommendations.

**Discussion of October 9, 2008 Town Hall Meeting –** Art stated that as the BOD has faced the budget reality of just breaking even for 2009 and the \$60,000 to be added to Capital Reserves in 2008 is in jeopardy, he is hoping that owners who have vocally opposed the special assessment will reverse their thoughts. Various BOD members will speak to past presidents and other members of the community.

Art stated he reversed his decision to keep the two items to be voted on at the Annual Meeting on one ballot. The general feeling seems to be that the two issues should be separated and stand alone – but we need both to pass.

David made a motion to split the two issues onto separate ballots to assure the passage of at least one. Bob seconded the motion. It was unanimously approved.

## **AM Report**

*Volunteer/BOD Party* – The BOD approved a thank you party on Friday, November 14, 2008 from 5-7:00 p.m. Marion will look for small gifts to be given out.

*Deer Culling* – After review of the Spotlight Survey for a deer count, the BOD decided that culling would not take place in 2008.

*Bush Hogging* – A limited amount of bush hogging will take place in the Plantation this year. Letters have been sent to the owners and responses are being received.

## **New Business**

*ARB Chairman Vacancy* – An owner has agreed to join the Committee and will assume the position of Chair if the BOD approves. The BOD suggested that the owner first become a member until the end of the year, that Tom Rogers finish the year as Chair, and then the BOD will vote on approving the new owner as Chairman at the end of the year. Marion advised that an owner had volunteered to serve on the ARB and the BOD approved her as a member.

Marion reported that the SC Employment Security Commission had questions regarding the status of the Field Inspector as a contractor rather than an employee. This will be addressed when the contract expires at the end of the year.

*Nominating Committee* - Rick reported that the Nominating Committee would meet on Wednesday, September 17, to discuss candidates. There had been no response to the e-mail blast sent by Tom Black.

*Women's Club Letter* – David questioned why the letter from the Women's Club had a return address from the POA. Marion explained that the Club had asked if they could borrow it for their mailing. David requested that not be done in the future.

## **2008 BOD Top Priority Items**

*Improve Relations Between POA and Club management* – Bob and Pete have met with Claude as discussed earlier. Tom R. asked if the purchase of the Club from CNL by Heritage would have any effect. Art said he felt the individual ownership would not change things and that the Covenants would remain viable.

Art requested that Ron Smetek, Advisory Committee, be added to the agenda each month for an update to the BOD on the status of relations.

*Develop Long Range Reserve Analysis and the Need for Augmentation* – COMPLETE

*Initiate Roads Program* – Bob Richardson and the Maintenance Committee are pursuing the hiring of an engineer.

*Reassess Community Enhancement Fee – COMPLETE*

*Clarify on-site-off site responsibility for storm water management – ONGOING – Issues with Town being discussed in Environmental Committee meetings*

*Improve Communication to Property Owners – Web Site is active; E-Blast is used; three Newsletters are sent to owners.*

*Ad Hoc Beautification Committee – Will be added as a new item.*

### **Committee Exception Reports**

*Maintenance – Contract will be signed and finalized with Ocean Woods. The new contract will show entrance area separate from inside gate. The area near the Club will be maintained by Ocean Woods.*

*Finance – The Committee recommends the plantation go to cash basis accounting.*

*Security – Tom Renshaw discussed items discussed at a Security Committee meeting. The thefts that took place in the last few weeks were discussed and communication with owners had taken place. The thefts all occurred in unlocked cars with wallets, purses, left exposed. Hang tags are placed on open garages and wherever the guards feel there is an opportunity for theft. It was also reported that the use of cell phones by second shift guards is superfluous. Marion said cell phone usage by guards will be limited to the PHP phone, which is yellow, and the land line. The Security Committee will report violations.*

*Hurricane – Kudos to David and Tom R., Hurricane Committee, for keeping them away this year.*

### **Adjournment**

There being no further business, the meeting was adjourned at 1:00 p.m. The next regularly scheduled meeting will take place at 9:30 a.m., October 21, 2008 in the PHPOA office.

Respectfully submitted,

David Henson  
Secretary

