

**Palmetto Hall Plantation Owners' Association
Board of Directors Meeting Minutes
September 15, 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 Ron Smetek, Vice President; Joe Bogacz, Treasurer; Bob Gentzler, Secretary; Mike Danoff, and Scott Slawson, Art Loeben, Members-at-Large. Marion Gorczynski, Association Manager, was present.

Approval of Minutes

Bob R. asked for approval of the August minutes. Art moved the minutes be approved as amended; Mike seconded the motion; and the minutes were unanimously approved.

Treasurers Report

REVENUE

- Residential Assessments (I-101) are \$1,170 under budget for the month, and \$8,073 favorable YTD.
- Decal Sales (I-103) were \$165 unfavorable for the month and are \$1,083 unfavorable YTD.
- Gate Receipts (I-103.1) continue to be strong for 8 consecutive months. YTD our gain is \$17,707 over budget.
- Heritage is behind on July's expense reimbursement of \$911.80, due August 31. This billing is for normal shared expenses and there are no extraordinary or contested items. Marion was informed by the club that a check for this invoice would be cut Sept. 3, and would be mailed the week of Sept. 7.
- All Other, \$6,393, includes \$2,812 in primarily Capital Reserve Interest.

EXPENSE

- Fence Repairs (E-104) is \$720 over budget for the month, due to power washing (\$750) of the fence and brick walls at the front entrance.
- Lighting/Electrical Repairs (E-106) is \$471 over budget for the month due to repairs of lighting at the front gate.
- Operating Supplies (E-405) is \$583 over budget due to a large order of paper supplies that will last for the next several months.

COMMENTS

- For the eight months behind us, our operating expenses were \$413,181, or on average, \$52,000 per month. Accordingly we can plan that the remaining 4 months of the year will require \$208,000. As of September 1 our operating account balance is about \$316,500 or \$108,500 more than our immediate cash needs, which we have to reduce by \$20,000 for our 3rd budgeted Capital Reserve Transfer to \$88,500. Over the next 4 months we hope to see another \$7,000 in assessment payments come in plus an additional \$10,000 in Decal Sales + Gate

- Receipts or \$17,000 in total. That will give us roughly \$105,500 as a cash cushion. If we end 2010 with a \$50,000 operating account balance, and spend about \$10,000 more in the second half (annual meeting expenses and the like), we can perhaps move an additional \$20,000 + to Capital Reserves for a combined \$80,000+ 2010 contribution
- A supplemental transfer to Capital Reserve would not be made until November or December to insure that we have a clear view of our year ending position

Joe felt that the POA was in good financial condition, and is projecting that by the end of the year, another \$20,000 (for a total of \$80,000 for the year) can be moved into Capital Reserves.

He said that the Budget committee is preparing the budget for approval at the October meeting. Discussion ensued regarding the increase in the assessment for 2011.

Association Managers Report

Assessment Mailing – The mailing for the Special Meeting concerning a vote on the change in the number needed for an amendment change, was mailed on Tuesday, September 14, 2010.

Office Space – Marion reported that the lease for the office expired in November. She spoke to the Landlord and requested that we pay same amount we currently pay for the balance of 2010 and that the new lease be on a January to December basis. He agreed.

She also requested that there be a new lease prepared for the three years period beginning January 1, 2011 with no increase in the first year of the lease, and then in the final two years a \$25.00 per month increase, the same as in past leases. The landlord agreed to the proposed lease.

Our attorney is currently reviewing the lease but felt there would only be minor changes. Art Loeben moved the BOD accept the lease. Joe Bogacz seconded the motion, which was unanimously approved.

Securitas Contract – Marion presented the Securitas contract for approval. It had also been given to the attorney for approval and he felt there were no major issues. It included a 3% increase in services. Mike made a motion that the contract be approved. Scott seconded the motion which was unanimously approved.

Guard House Cleaning Contract – Marion reported that the cleaning service for the guard house was not doing a good job and the guards felt they could handle the cleaning without the service. The cost is \$100 per month. Marion said she had discussed the issue with Dave Pierce of the Maintenance Committee and some painting and other issues were planned.

2010 Assessment Report – The number of owners on the payment plan has dropped to 11 and it is felt that we will receive most of the amount owed to the POA by the end of the year.

Cost Savings Review – Marion was happy to report favorable contracts for Securitas, the Landlord, and the cancellation of the cleaning contract.

Old Business

Airport Issues – Bob Richardson and Bob Gentzler reported on the overall status of the airport situation. We continue to try to influence the Council decision makers to achieve an outcome that maintains the quality of life for Palmetto Hall.

Hargray/Time Warner Contracts – Bob R. and Marion met with Jeff Locker, the POA attorney. He felt it was appropriate to go ahead and execute the Hargray contract with his comments included. Marion will contact Hargray. Jeff will contact Mary Knapp, Time Warner representative, as extensive rewording is needed on that contract.

Stormwater Drainage Plan – Through a series of conference calls with all parties, it appears we have a workable approach to resolve issues and get agreements in place. The group met by phone with the Asset Management group of CNL, Heritage and the Town. We expect an agreement to be in place during this fiscal year.

Picnic – September 11 – The picnic had lower attendance due to inclement weather but none the less was quite successful and a good time was had by all. John Reda was awarded the well deserved Volunteer of the Year Award.

Special Meeting – Amendment Change – The meeting is scheduled for October 21 at 7:00 p.m. at the Club.

New Business

Maintenance Meeting – Bob Richardson reported there was a Maintenance Meeting in the past month and the Committee has agreed to have a Volunteer Day for Clean Up of Heritage areas. Ray Dznowski had agreed to the plan. Bob will ask for Heritage to arrange to remove debris from the clean up.

Joe felt that although Heritage keeps saying they have money issues, the POA has no way to verify that. He feels that while POA records are available for Heritage the reverse is not true and he would like to have information on their status. Ron stated that Heritage has said golf revenue is down and they are prioritizing where they are spending money, which is the golf course, and less on the pool/playground area.

Hurricane Committee Report

Art, Chair of the Committee, said he felt the majority of the work had been done and reported earlier in the year with the preparation of the booklet, a mock drill, etc.

Report of Committee Liaison Officers

Finance – The budget letters have been sent out and liaisons should be prepared to work with Chairs in the process.

Environmental – The Spotlight Deer Survey took place with a count of 16 one night, and 19 the next night. The report has not been received but a culling will probably be necessary.

The quality of our lagoons is benefitting from previous stocking of Carp more are being added in September by the Lake Doctor.

Security – Scott requested the totals be completed on the computer form on the report.

Covenants – Bob G. presented two issues that Rich Penwell, Chair of the Covenants Committee, felt should have a hearing with the BOD. Marion will prepare the Notices for Art to review, and then sent to the violators.

Communications – Brad has requested input for the Fall Newsletter.

Maintenance – The Volunteers Committee will work on cleanup of the Pool/Playground area.

Awareness – The Committee is gathering information on airport issues.

Adjournment

There being no further business, the meeting was adjourned at 10:30 AM. The next scheduled meeting of the BOD is Friday, October 22, at 7:30 a.m.

Respectfully submitted,

Marion Gorczynski and Bob Gentzler
Community Association Manager and Secretary

