

**HILTON HEAD PLANTATION PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, AUGUST 27, 2024  
9:00 AM – POA Service Center**

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**I. CALL TO ORDER:**

Board President Carlton Dallas called the meeting to order at 9:00 AM.

**Present were:**

Carlton Dallas  
Margie Lechowicz  
Ed Schottland  
David Barnum  
Rex Garniewicz  
Mike Harris  
Keith Schlegel

**Absent were:**

Jordan Berliner  
Lori Schmidt

**Staff Members:**

General Manager:	Peter Kristian
Assistant General Manager:	Todd Lindstrom
Recording Secretary:	Sharon P. White

**II. PRESIDENT REMARKS**

**President Carlton Dallas**

- Welcomed everyone to the meeting and thanked everyone who continues to make contact with the various HHP Clubs.
- Noted that there is a lot of energy with the ongoing effort to modernize HHP, which would make it easier for employees, residents and Business Partners.
- Noted that he wanted the community to know how well the organization is run.
- Reiterated to the Board members that when the Board goes into Executive Session the conversations must not be discussed outside of the meeting.
- Noted that the Ad Hoc Committees should be coming forth with their final presentations.

**III. APPROVE BOARD MINUTES**

*David Barnum, made a motion to approve the July 27, 2024, meeting minutes as presented. Margie Lechowicz seconded, and the motion passed unanimously.*

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 27, 2024**

---

**IV. FINANCIAL REPORT**

Todd Lindstrom gave a brief presentation on the July financials for 2024. He noted that report shows that we are ahead on the Revenue side and under budget on the Expense side. He noted that Commercial Decals, Tennis Fees, Instructional Programs, ARB Fees, Franchise Fees and Advertising Fees all continue to do well. Presented the Board with a summary of the fund balances. He spoke briefly about the RV/Boat Storage facility and what was done to bring it up to standards.

**V. GENERAL MANAGER'S REPORT**

- Staff is working on the 2025 Draft Budget.
- Our advertising revenue for *Plantation Living*:

	<b><u>2023</u></b>	<b><u>2024</u></b>
January	\$12,150	\$15,605
February	\$12,440	\$14,285
March	\$14,110	\$14,760
April	\$14,720	\$15,285
May	\$15,235	\$13,790
June	\$15,135	\$13,265
July	\$14,695	\$15,290
August	\$14,055	\$14,945
September	\$15,705	\$18,782

- Thus far in 2024, we have collected approximately \$407,225 in Capital Transfer Fees.
- The Communications Committee is working on a new set of Note Cards to benefit the Conservancy Foundation.
- We are working with representatives associated with Clemson University on an infestation of Yellow Legged Hornets. These insects came from Asia and are very deleterious to the Honeybee Population. A nest has been located in Windmill Harbor and these invasive Hornets have been observed killing honeybees at the hives at our own Seabrook Farm. Traps have been set around the Plantation to try and determine where these invasive Hornets have established a nest in HHP. It is the objective to locate the Hornets' Nest and eradicate same. This work is being performed at no cost to HHPPOA.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 27, 2024**

---

- Please note the attorney opinion letter regarding the authority of the POA and specifically the ARB on the construction of Docks.
- The next Coffee with Peter is scheduled for 10:00 AM, Thursday, September 26 at the Plantation House. The Town of Hilton Head Mayor Alan Perry and Town Manager Marc Orlando will be the special guests.
- Pippi, the Communications Coordinator in conjunction with the Communications Committee launched the Photo Contest for the Note Cards, we have received photos from 21 photographers.
- Staff is working on the implementation of Engage, which is a Registration Software that interfaces with Enumerate.
- The General Manager will be attending the Large-Scale Manager's Workshop, which is being held in Montgomery County, Maryland this year on September 10 through September 14. The General Manager will be making a presentation to colleagues across the country on Federal and State Legislative Issues.
- After Hurricane Debby dropped 15 inches of rain over our area it took some time for Palmetto Coastal, HHP's Maintenance Staff to clean up mostly small debris. The Spring Lake Tennis Courts needed heavy rehabilitation as much of the surface Har-Tru was washed away due to extreme rainfall.
- Noted the Federal Government has raised the threshold annual salary to be considered an "exempt" from overtime employee. This will be enacted in two phases one on July 1, 2024 (current \$35,568 to \$43,888) and another on January 1, 2025 (to \$58,656).
- Paving has been completed along with striping on Skull Creek Drive and Dolphin Head Drive. We are working with PSD to elevate several utility covers on Dolphin Head Drive.
- The controller for the RV/Boat Storage area has been replaced.
- **Facility Statistics:**
  - Spring Lake Pavilion stats for July stayed steady with 0% change in attendance; however, the number of occasions experienced an increase of 13%. Most events for the Spring Lake Pavilion were comprised of Fitness Classes at 58%.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 27, 2024**

---

- Dolphin Head Recreation Center stats for July indicate a significant increase of 155% in total attendance compared to July of 2021. We also experience a 112% increase in the total number of events compared to July of 2021. The building was closed June 2022 through October 2023 for construction. Most events for the Dolphin Head Recreation Center were comprised of Club events at 64%.
- For the Dolphin Head Picnic Shelter, we had one Private Event with approximately 50 people in attendance in July.
- Spring Lake Pool stats for July declined by 7% compared to July of last year. The peak attendance also decreased by 8% with 208 people attending the pool at one time.
- The annual cleaning for the facilities – Plantation House, Spring Lake Pavilion, and Dolphin Head Recreation Center has been completed.
- On Friday, September 6, we will be hosting our annual Bingo Night, and this year the theme will be Superhero Bingo. The event will be held at the Plantation House from 6:00-8:00 PM. The cost is \$10/person which includes admission, refreshments, and one bingo card for the first round and then a \$1 donation per bingo card per round after that. The deadline to sign-up is Friday, August 30<sup>th</sup>.
- Our next Community Blood Drive with OneBlood have been scheduled for Monday, September 9, from 9:00 AM to 4:00 PM at the Plantation House parking lot inside the Big Red Bus. Sign-up began in July.
- Because of high demand, we have secured a second bus for the Ireland trip that will be leaving a week earlier than the original group. The original dates are March 8-17, 2025. That bus has 42 people signed up. A second bus will be leave earlier and be on tour from March 1-10, 2025. That bus currently has 19 people signed up. We have 2 spots open on the original dates, and 11 spots open on the earlier dates. Also available is an optional 3-night London Pre-Tour Extension as well as an optional 3-night Edinburgh Post-Tour Extension. Deposits are due by September 2.
- Pool/Kids Kamp
  - The final day of Kids Kamp was Friday, August 9.
  - Friday was also the final day we have lifeguards scheduled to work at the Spring Lake Pool this summer.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 27, 2024**

---

- The End-of-Summer Party was held at Mangiamo's July 30<sup>th</sup>, to ensure the majority could attend as the kids were expected to return to school during week 8 of Kids Kamp.
- We also held our "Almost End-of-Kamp Show" August 2<sup>nd</sup>, at the Plantation House so we could have more kids involved with the final show and announce the winners of the fishing competition as well as the recipients of the JP's Rising Star Awards.
- The pool will continue to stay open (weather-permitting) until the end of October.
- Pool attendants will also continue to staff the pool until the end of October.
- ARB – Received seven (5) submissions in July 2024. One was denied and four were approved.

- **Monthly Revenue ARB and Covenant – July 2024**

New Construction:	0
YTD New Construction:	2
Building Permits Issued:	85
YTD Permits Issued:	483
Tree Permits Issued:	39
YTD Tree Permits Issued:	353

**ARB – July 2024**

Review Fees	\$3,150
YTD Fees	\$35,960
Tree Permit Fees	\$650
YTD Fees	\$4,695
Tree Mitigation Fees	\$487
YTD Fees	\$6,075

**Covenants – July 2024**

<b>Covenant Fines</b>	<b>Residential</b>	<b>Commercial</b>	<b>Total</b>
Fines Levied	\$1250	\$1200	\$2,450
Fines Collected	\$1125	\$825	\$1,950
YTD Issued:	\$13,750		
YTD Collected:	\$10,125		

**RV/Boat Storage**

YTD	\$36,000
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**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 27, 2024**

---

- We presently down one Security Officer.
- Noted due to Hurricane Debby our painting schedule for the Guardhouses has been moved back.
- We are working with PDS and MAJ Enterprises to raise several sanitary sewer covers along Dolphin Head Drive.
- Staff is working on evaluating IT projects that are either underway or being considered in light of IT needs and individual computer station capabilities.
  - The Board President congratulated Rex Garniewicz on opening the St. Helene Exhibition. Rex Garniewicz has graciously volunteered to work on the verbiage for the kiosk display that will provide an account of the history of the site and give background on the artifacts discovered at the site. He also donated a display case to house the artifacts recovered during the excavation of the Picnic Shelter footings. The President asked Rex Garniewicz for a timeframe as to when the kiosk for HHP will be completed.

**VI. ACCEPTANCE OF ACTION LIST**

*Margie Lechowicz made a motion to accept the Action List as presented. David Barnum seconded, and the motion passed unanimously.*

**VII. ACTION LIST**

**A. Decision Item(s):**

- 1. Consider the recommendation to fund the Emergency Replacement of the Radio Repeater from the Major Repair and Replacement Fund.**

*Keith Schlegel made motion to approve funding the Radio Repeater from the Major Repair and Replacement Fund. Mike Harris seconded, and the motion passed unanimously.*

**VIII. TECHNOLOGY AD HOC COMMITTEE UPDATE**

David Barnum gave a presentation on his Technology Ad Hoc Committee's research. After the presentation;

*Rex Garniewicz made a motion to move forward with implementing the Software Enumerate and Engage. Ed Schottland seconded, and the motion passed unanimously.*

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
AUGUST 27, 2024**

---

**IX. STRATEGIC PLAN UPDATE**

- Margie Lechowicz noted that she has met with all the committees and the Strategic Plan should be ready to come before the Board at the December meeting with approval at the January meeting.

**X. UPDATE PINE ISLAND BEACH RENOVATION**

The General Manager noted that Pine Island Permits are in place.

**XI. REVIEW 2024 RESIDENT SURVEY**

The Board reviewed the 2024 Resident Survey, it was a 94% satisfaction rate. They briefly discussed the next Capital Project.

**XII. COMMITTEE REPORTS *(Accepted as a Group)***

*Margie Lechowicz made a motion to accept the review of the Committee Reports. Mike Harris seconded, and the motion passed unanimously.*

**XIII. PROPOSED NEW BUSINESS ITEMS**

- There was no new business.

**XIV. EXECUTIVE SESSION**

*Margie Lechowicz made a motion to go into Executive Session to discuss legal and personnel matters at 10:30 AM. Keith Schlegel seconded, and the Board went into Executive Session.*

*Keith Schlegel made a motion to come out of Executive Session at 10:34 AM. Mike Harris seconded, and the Board came out of Executive Session.*

**XV. ADJOURNMENT**

*Rex Garniewicz made a motion to adjourn the Board meeting. Keith Schlegel seconded, and the meeting adjourned at 10:34 AM.*

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Carlton Dallas, President

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Ed Schottland, Secretary