

Association of Landowners of Port Royal Plantation, Inc.

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, April 22, 2020 • Zoom Teleconference Video

Called to order at 1:34 pm by President Don Blank

BOARD MEMBERS PRESENT:

- | | |
|--------------------------------|----------------------|
| 1. Don Blank, President | 7. Marshall Fletcher |
| 2. Carl Nelson, Vice President | 8. John Simpson |
| 3. Robert Turner, Treasurer | 9. Eli Roth |
| 4. Kaye Black, Secretary | 10. Steven Sigalow |
| 5. Roger Briney | 11. Risa Prince |
| 6. Robert McClune | 12. Kelly Elliott |

APPROVAL OF FEBRUARY 19, 2020 MEETING MINUTES:

MOTION BY: Carl Nelson SECONDED BY: Marshall Fletcher

APPROVED: X NOT APPROVED: TABLED: DIED:

APPROVAL OF MARCH 25, 2020 MEETING MINUTES:

MOTION BY: Robert Turner SECONDED BY: Eli Roth

APPROVED: X NOT APPROVED: TABLED: DIED:

COMMITTEE REPORTS:

1. Finance Committee

Robert Turner, Committee chair, reported Kelly Elliott, Tom Korzic, John Lemoine and Mark Prince will serve as members.

MOTION TO: Rename the Financial Committee to the Finance Committee.

MOTION BY: Kaye Black SECONDED BY: Marshall Fletcher

APPROVED: X NOT APPROVED: TABLED: DIED:

2. Strategic Planning Task Force

Lance Pyle summarized the Strategic Planning Task Force report provided in the Board packet.

FINANCIAL REPORT:

Robert Turner summarized the February 2020 and the March 2020 financial reports.

MOTION TO: Approve the February 2020 financial report.

MOTION BY: Roger Briney SECONDED BY: Risa Prince

APPROVED: X NOT APPROVED: TABLED: DIED:

MOTION TO: Approve the March 2020 financial report.

MOTION BY: John Simpson SECONDED BY: Risa Prince

APPROVED: X NOT APPROVED: TABLED: DIED:

MANAGERS REPORT:

Lance Pyle summarized the written Manager’s report provided in the Board packet.

MOTION TO: Approve \$4,518.91 for the installation of exterior shutters on the Gatehouse to shield Security officers’ eyes from the sun.

MOTION BY: Risa Prince SECONDED BY: Roger Briney
APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

UNFINISHED BUSINESS:

1. Risk Mitigation – Beach House Rear Deck Safety

Lance Pyle summarized the options and quotes to provide additional safety features to the areas of the Beach House decks identified in the McGriff risk management report.

MOTION TO: Fund the expansion of the bench on the upper deck between the screened porch and steps in the amount of \$800.

MOTION BY: Kaye Black SECONDED BY: John Simpson
APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

MOTION TO: Apply for a special permit from the Town and the DHEC-OCRM to use beach compatible fill (sand) material in the area between the boardwalk and the rear Beach House deck and install a railing on the deck near the grills for the total cost of \$4350.

MOTION BY: John Simpson SECONDED BY: Carl Nelson
Vote: 8 approved and 3 opposed
APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

2. Beach House Rules and Regulations

Lance Pyle reviewed the Landowner comments on proposed changes to the Beach House Rules and Regulations.

MOTION TO: Approve the Beach House General, Private Rental and Landowner Groups No-Fee Beach House Use Rules and Regulations with the following two amendments:

Increase rental fees:

Section A only -\$150 no kitchen access

Section B only - \$350 with kitchen access

Change the last two sentences in the second paragraph under Membership in the Landowner Groups No-Fee Rules and Regulations document to:

A list of non-landowner members must be provided with the annual application, and groups must maintain an updated list of non-landowner members with the Administration Office.

MOTION BY: Carl Nelson SECONDED BY: John Simpson
APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

3. Hurricane Preparedness – Emergency Management Plan

MOTION TO: Approve the Emergency Management Plan with proposed amendments to Section F.

MOTION BY: Kaye Black SECONDED BY: Risa Prince

APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

NEW BUSINESS:

1. Pool Rules

MOTION TO: Table the pool rules changes until Rob Wilkinson, Lance Pyle and the Communications Team have reviewed the revised document, including suggestions made by board members.

MOTION BY: Steven Sigalow SECONDED BY: Marshall Fletcher

APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

Board of Directors Nominating Committee Chairperson – Don Blank announced that since Carl Nelson will be running for another board term, he recuses himself as chair of the Nominating Committee.

MOTION TO: Approve appointment of Marshall Fletcher as Chair of the Nominating Committee.

MOTION BY: Roger Briney SECONDED BY: John Simpson

APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

Adjourn Meeting:

MOTION TO: Adjourn the meeting and move to Executive Session.

MOTION BY: Carl Nelson SECONDED BY: Marshall Fletcher

APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

MOTION TO: Move out of Executive Session.

MOTION BY: John Simpson SECONDED BY: Kaye Black

APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

MOTION TO: Adjourn meeting..

MOTION BY: Roger Briney SECONDED BY: Risa Prince

APPROVED: X NOT APPROVED: _____ TABLED: _____ DIED: _____

MEETING ADJOURNED AT 5:10 pm

ADDENDUM TO 04/22/20 BOARD MEETING MINUTES:

DIRECTIVES MADE BY THE BOARD

1. Lance Pyle will obtain further information from the Town and the PAB on whose responsibility it is to repair damage caused by water pooling from drain pipe blockage resulting from landscaping done by Landowners, either on their property or on Association common property abutting their property.
2. The PAB request for amendments to Section 2.1h. of the PAB Guidelines will be tabled until the May Board meeting.

Items for Trident

1. An update on the Strategic Planning Task Force's progress, including the vision, mission and core values, will be included in the May Trident.