

Association of Landowners of Port Royal Plantation, Inc.
BOARD OF DIRECTORS MINUTES
Wednesday, December 1, 2021 • Beach House and Zoom Teleconference Video

Called to order at 1:40 pm by President Don Blank

BOARD MEMBERS PRESENT:

- | | |
|--|--------------------|
| 1. Don Blank, President | 7. Terry Herron |
| 2. Carl Nelson, Vice President | 8. Tom Korzik |
| 3. Robert Turner, Treasurer | 9. Robert McClune |
| 4. Marshall Fletcher, Secretary (Zoom) | 10. Mark Prince |
| 5. Roger Briney (Zoom) | 11. Eli Roth |
| 6. Kelly Elliott | 12. Steven Sigalow |

Incoming 2022 Board members Robert DeRose (Zoom), Clifford Kenneck, Martha Lake (Zoom), and Bernard McGarrigle (Zoom) were also in attendance.

OPEN FORUM: 3 minutes

Joe Lockwood, 85 South Port Royal Drive, gave a summary of his reasoning as to why he was requesting to use the Beach House on two peak days, April 15 & 16, 2022 for a wedding. Don Blank acknowledged his presentation and said the Board would deliberate the request as presented on the Board Agenda.

Ann Hay, 21 Outpost Lane, spoke in regards to the Tabby Road car break-ins and asked for an update on the situation as her car was one of the cars broken into. Lance stated that he and Eric were still working with Beaufort County on gathering information. He said of the 8 cars broken into, all were crimes of opportunity, and it is theorized that the perpetrators entered at the Dillon fence which Staff was evaluating. He also suggested that landowners watch the Home Safety Link Up with Lance recording provided on the website. Bob McClune also stated that the Safety and Security Committee was working on an "unauthorized access" report for the January 2022 Board Meeting.

QUORUM CERTIFIED – Marshall Fletcher, Secretary

1. 2022 Board of Director Election of Officers

MOTION: Elect Carl Nelson as President of the 2022 Board of Directors

NOMINATED BY: Bob Turner

Vote: 15 approved, 0 opposed

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

MOTION: Approve the nomination for the following roles: Vice President – Mark Prince, Secretary – Kelly Elliott, and Treasurer – Bob Turner.

NOMINATED BY:

Vote: 15 approved, 0 opposed

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

2. 2022 Proposed Board Meeting Dates

MOTION: Approve the 2022 Board Meeting Schedule but move all Board Meetings to 1:30 pm except for the Annual Meeting in November scheduled for 7:00 pm.

MOTION BY: Steven Sigalow **SECONDED BY:** Roger Briney

Vote: 10 approved, 0 opposed, 1 abstained

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

APPROVAL OF OCTOBER 20, 2021 BOARD MEETING MINUTES:

MOTION: Approve the October 20, 2021 Board Meeting minutes except change Bob Turner's comments on the Asset Replacement update from "...had been transferred internally," to "...are used solely to replace existing assets and not for new capital improvements."

MOTION BY: Robert Turner **SECONDED BY:** Mark Prince

Vote: 11 approved, 0 opposed

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

FINANCIAL REPORT:

Robert Turner referenced the October 2021 financial reports provided in the board packet.

MOTION TO: Approve the October 2021 financial report.

MOTION BY: Carl Nelson **SECONDED BY:** Tom Korzik

Vote: 11 approved, 0 opposed

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

He also gave an update to the Asset Replacement Reserve. He said he would provide the Board members a packet to look over before the January Board meeting and to contact Lance or him if they felt that a workshop was needed to review the packet. Bob also noted that the 2022 Budget was set, and any changes suggested would affect the following year's budget. He added that Lance would cover the Asset Replacement Reserve in the Board Orientation in greater detail for Board members who would like to attend.

MANAGERS REPORT:

Lance Pyle summarized the written report provided in the board packet.

He first thanked Staff for their hard work running the Annual Meeting this year. He also gave a summary on the road paving starting on South Port Royal Drive, Ensis Road, and Resolute Place. He also addressed the research of pickleball noise barrier alternatives such as specialized paddles and quieter paddles. He added that he spoke with several pickleball representatives that were willing to test the paddles and the quieter balls, but they said the noise barriers would probably be the most effective way to reduce the noise.

Lance summarized the efforts to submit comments and opinions on the Mid Island Park over the past months and stated the mayor and the consultants would be at the Beach House at the next Link Up with Lance in January to hear comments from our landowners specifically.

Lance also summarized the updates on the Tabby Road car break-ins and Staff's efforts to locate the spot of the fence on Dillon Road where the perpetrators may have entered the community.

UNFINISHED BUSINESS:

1. Document Retention Policy

Roger summarized how the Task Force worked with Weston Newton to revise the draft of the Document Retention Policy. After deliberation, the Board thought it best to table a decision for the document and for it to be presented again at the next meeting after defining terminology regarding retention and addressing the cost factor.

MOTION: Table further discussion of the Document Retention Policy until the January 2022 Board Meeting to give Lance time to develop a cost structure around the elements in the retention policy.

MOTION BY: Steven Sigalow

SECONDED BY: Carl Nelson

Vote: 11 approved, 0 opposed

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

NEW BUSINESS:

MOTION: Move the Lockwood agenda item to the beginning of New Business

MOTION BY: Eli Roth

SECONDED BY: Carl Nelson

Vote: 11 approved, 0 opposed

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

1. Lockwood – use of Beach House on April 15 & 16, 2022 for religious wedding

MOTION: The Board accepts the request by the Lockwood family to be able to rent the Beach House for a consecutive Friday and Saturday on April 15 & 16, 2022, for a wedding.

MOTION BY: Eli Roth

SECONDED BY: Carl Nelson

Vote: 11 approved, 0 opposed

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

2. Insurance - update

Lance gave a summarized update on the insurance for Port Royal and went through the significant changes.

3. 35 Outpost Rules Overview

Don Blank called for Jillian Burton to explain her situation regarding the commercial van at 35 Outpost Lane. Mrs. Burton elaborated on how her family's electrician vehicle sits in the driveway overnight because it is their work vehicle. She explained that the stickers were magnetic, and the ladders from the top of the vehicle could be removed, but with difficulty. It was agreed by the Board that since a citation had not been filed for the violation, there should be a citation given so that Mrs. Burton could file an appeal to the Rules Appeal Board. The Board said that if it was not resolved with the RAB, then the issue would come back to the Board of Directors upon request.

4. Clubs and Organizations – 2022 Beach House Date Requests

MOTION: Accept the proposed 2022 Clubs and Organizations.

MOTION BY: Robert Turner

SECONDED BY: Robert McClune

Vote: 11 approved, 0 opposed

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

EXECUTIVE SESSION:

MOTION: Move into Executive Session.

MOTION BY: Carl Nelson

SECONDED BY: Robert McClune

Vote: 11 approved, 0 opposed

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

Marshall Fletcher, Mark Prince, and Tom Korzik were excused from the meeting during Executive Session.

MOTION: Come out of Executive Session.

MOTION BY: Steven Sigalow

SECONDED BY: Terry Herron

Vote: 8 approved, 0 opposed

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

MOTION: Approve the agreement between HGC Port Royal, LLC and The Association of Landowners of Port Royal Plantation, INC and The Port Royal Club related to the dues and fees and tee times for the period of January 1, 2022 – December 31, 2022.

MOTION BY: Carl Nelson

SECONDED BY: Robert McClune

Vote: 7 approved, 1 opposed

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

Adjourn Meeting:

MOTION: Adjourn the meeting.

MOTION BY: Terry Herron

SECONDED BY: Roger Briney

Vote: 8 approved, 0 opposed

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

Signed: 



To: Board of Directors
From: Lance Pyle, General Manager
Date: 12-1-2021
RE: Proposed 2022 Clubs and Organizations for Approval

The following are the current clubs and organizations approved for No fee usage of the Beach House by the Board of Directors in 2021. Unless any changes are necessary, the approval of the following clubs and organizations and their representatives will roll over to the 2022 year.

Beach House Mah Jongg

This group is represented by Liz Bailey. BH Mah Jongg gathers weekly from 1-4 pm every Thursday to play Mah Jongg. The group consists of 20 members each week, and they do not have any non-landowner members. Since this group meets more than 12 times per year, this group's dates would need board approval.

Port Royal Art Group

This group is represented by Carrie Wilbur. The Port Royal Art Group gathers every Monday from 1:30-4:00 pm to work on creative projects and share ideas through art. They have one non-landowner in the group, and they have a membership of 30 people. Since this group meets more than 12 times per year, this group's dates would need board approval.

PRPC – Tennis Group

This group is represented by Kevin Natrass. The PRPC had their other dates for 18 Hole Ladies Golf, 9 Hole Ladies Golf, and Men's Golf approved in the October 2021 Board Meeting. However, their two additional dates for the Tennis Group had not been submitted in time for the meeting. Their dates of request are Friday, February 4 and Friday, November 11 of 2022. Since this group as a whole meets more than 12 times per year, this group's two additional dates would need board approval.