

Association of Landowners of Port Royal Plantation, Inc.
BOARD OF DIRECTORS MINUTES
Wednesday, February 17, 2021 • Zoom Teleconference Video

Called to order at 1:37 pm by President Don Blank

BOARD MEMBERS PRESENT:

- | | |
|---------------------------------|-------------------|
| 1. Don Blank, President | 6. Mel Kemp |
| 2. Robert Turner, Treasurer | 7. Robert McClune |
| 3. Marshall Fletcher, Secretary | 8. Mark Prince |
| 4. Roger Briney | 9. Eli Roth |
| 5. Terry Herron | |

BOARD MEMBERS ABSENCE EXCUSED

1. Carl Nelson, Vice President
2. Kelly Elliott
3. Steven Sigalow

MOTION TO: Recommend to move the Establishment of Rules & Regulations Task Force item to after the Manager's Report on the agenda.

MOTION BY: Roger Briney **SECONDED BY:** (Recommendation – second not required)

Vote: 8 approved, none opposed

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

APPROVAL OF JANUARY 20, 2021 MEETING MINUTES:

MOTION TO: Approve the January 20, 2021 meeting minutes with the amendment that "of \$6,886" be moved from between "Maximum Allowable Assessment" and "by 10%" to the end of the sentence.

MOTION BY: Robert McClune **SECONDED BY:** Roger Briney

Vote: 8 approved, none opposed

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

COMMITTEE REPORT:

1. HHI Community Relations Committee

Terry Herron summarized the report and asked that for those who could attend, the Town Council Workshop was scheduled for February 23 at 10 am. Don Blank, Lance Pyle, and Terry Herron also summarized the current situation with ArborNature and how the appeal process will work.

FINANCIAL REPORT:

Robert Turner reviewed the January 2021 financial reports provided in the board packet.

MOTION TO: Approve the January 2021 financial report.

MOTION BY: Mark Prince **SECONDED BY:** Roger Briney

Vote: 8 approved, none opposed

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

MANAGERS REPORT:

Lance Pyle summarized the written report provided in the board packet. He reviewed several of the maintenance projects and the tennis courts. He also made mention of the upcoming "Carolina Yard" section in the Arboretum. He referenced the current situation with the Message Board and the tennis court software planning, and he assured that Ralph Myers's transition in taking over the passes and decals has gone smoothly with Rob Wilkinson still doing checks and balances.

He also went over the 2021 Strategic Plan with its due dates. It was decided that the information would be made available on the website for Landowners to view.

(NEW BUSINESS ITEM MOVED):

Establishment of Rules and Regulations Task Force:

Don explained that Roger Briney and Steven Sigalow had begun revisiting the Rules and Regulations and, upon their research, they proposed a task force be developed to study the entire Rules and Regulations document and edit for clarity and consistency.

MOTION TO: Establish a Rules & Regulations Task Force composed of co-chairs Roger Briney and Steven Sigalow, along with Eli Roth representing Communications, and Rob Wilkinson, Director of Security representing enforcement, and President Don Blank as an ex-officio member. This task force will take the first step toward a new set of Rules & Regulations by preparing initial recommendations to be presented only to the Board no later than the April meeting. At that time, the Board will determine what will be the next steps.

MOTION BY: Roger Briney **SECONDED BY:** Robert Turner

Vote: 8 approved, none opposed

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

UNFINISHED BUSINESS:

- 1. Road Safety Analysis

Lance Pyle reviewed the four items listed in the Road Safety Analysis: Recommendations from the January Board Meeting.

- 1. A Board Task Force will be established to review the road safety violation fine schedule and that review will be broadened to include a review of the entire Rules and Regulations fine structure for all types of violations.
- 2. The golf cart crossing on Coggins Point near Seabreeze Court will be identified with painted crosswalk markings.
- 3. Pedestrian crossings between the leisure path and South Port Royal beach walks will be identified with painted crosswalk markings.
- 4. An additional radar unit will be purchased in 2022

Item #1 was deferred to the newly formed Rules and Regulations Task Force

MOTION TO: Approve Items 2, 3, and 4 as Lance described from the Road Safety Analysis: Recommendations from the January Board Meeting.

MOTION BY: Robert McClune **SECONDED BY:** Roger Briney

Vote: 8 approved, none opposed

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

Report: Review – Daily Tasks and Traffic Control

Lance summarized the “Review – Daily Tasks and Traffic Control” document. This review was conducted to determine if the current workload and schedule would allow additional time for traffic control and other covenant control during a shift schedule. At the end of the review, Lance presented the three recommendations summarized below:

- 1.Reduce house checks
- 2.Reduce the number of daily checkpoints
- 3.Offer voluntary overtime to officers up to a maximum of \$5040 which will be an unbudgeted expense

MOTION TO: Approve the three recommendations that Lance proposed from the Review – Daily Tasks and Traffic Control document.

MOTION BY: Marshall Fletcher **SECONDED BY:** Roger Briney

Vote: 7 approved, none opposed 1 abstained

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

2. Revised Flag Rule

There was discussion regarding the revised flag rule.

MOTION TO: Defer further consideration of a change in the flag rule to the new Rules and Regulations Task Force.

MOTION BY: Roger Briney **SECONDED BY:** Robert Turner

Vote: 8 approved, none opposed

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

It was decided that the current rule will stand while being reviewed by the Task Force. However, it is not currently being enforced and will remain not enforced while the Rules and Regulations Task Force develops a new flag rule.

3. Port Royal Community Charitable Fund (PRCCF) – Proposal

President Don Blank summarized the request from the January Board Meeting for the Port Royal Plantation Fund and outlined revisions made to the original proposal to develop the modified proposal that was included in the February Board Packet. The fund now will be titled “Port Royal Community Charitable Fund, and will stand as its own entity.

For the record, entered into these minutes is the following:

The Port Royal Board of Directors recognizes and endorses the formation of the Port Royal Community Charitable Fund and provides support by publicizing information in a similar manner to the support given to other PR organizations that exist to strengthen our community.

4. Review and Revise Board Meeting Dates and Times

The Board reviewed the dates and times for the 2021 Board meetings, and there was discussion about the evening date change request as well as making the evening meetings start at a later time.

MOTION TO: Change March 17 meeting time from 6:00 pm to 6:30 pm and move the evening meeting from September 15 to August 18 to begin at 6:30 pm.

MOTION BY: Roger Briney SECONDED BY: Eli Roth

Vote: 8 approved, none opposed

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

NEW BUSINESS:

1. Landowner Appointment of the Rules Appeal Board

President Don Blank listed the members he wished to appoint, stating he was thankful for all that applied.

MOTION: The Board approve the President's appointments of Stan Byra, Scott Gardner and Cynthia Kois to the Rules Appeal Board

MOTION BY: Robert McClune SECONDED BY: Marshall Fletcher

Vote: 8 approved, none opposed

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

2. 6th Annual Hilton Head Memorial Day 5K Run & Walk

Lance presented the request for approval of the Memorial Day 5K run & walk. Lance also thanked Clyde Dickey and Robert Fyfe for their cooperation with Director of Security, Rob Wilkinson, in working out the details for the event.

MOTION TO: Approve the request of the 6th Annual Hilton Head Memorial Day 5K Run & Walk.

MOTION BY: Robert McClune SECONDED BY: Roger Briney

Vote: 8 approved, none opposed

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

3. Commercial Decal Fees

President Don Blank referenced the item of the Commercial Decal fees and opened it for discussion. Lance provided details surrounding a request from a landowner for a review the gate entry fees for deliveries.

After discussion, the Board came to the agreement that the standing rates will continue being enforced and Commercial Decal fees would be included in the Rules and Regulations Task Force review.

Adjourn Meeting:

MOTION TO: Adjourn the meeting.

MOTION BY: Marshall Fletcher SECONDED BY: Roger Briney

Vote: 8 approved, none opposed

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

Meeting adjourned at 3:19 pm

Signed: Marshall Fletcher