

Association of Landowners of Port Royal Plantation, Inc.

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, February 19, 2020 • Port Royal Beach House

Called to order at 1:38 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 | |

BOARD MEMBERS ABSENCE EXCUSED

1. Kelly Elliott

MOTION TO: Add the Investment Committee report to the agenda after the financial report.

MOTION BY: Risa Prince SECONDED BY: Kaye Black

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

APPROVAL OF January 22, 2020 MEETING MINUTES:

MOTION BY: Carl Nelson SECONDED BY: Robert Turner

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

COMMITTEE REPORTS:

1. Open House Committee

Eli Roth reported on the approved Open House dates provided in the Board packet.

2. Golf Agreement Task Force

Carl Nelson reported that the goal of the Task Force is the consolidation of several Agreements between Port Royal Golf Club and the Association, including determining what is currently being enforced.

3. HHI Community Relations

Risa Prince reported the first meeting will be held in March. The Committee is currently looking for one or two more Landowners to join.

FINANCIAL REPORT:

Robert Turner summarized the December 2019 restated financials and the January 2020 financial report.

MOTION TO: Approve the January 2020 financial report.

MOTION BY: Roger Briney SECONDED BY: John Simpson

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

MOTION TO: Approve the restated December 2019 financial reports.

MOTION BY: Risa Prince SECONDED BY: Roger Briney

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

1. Accounting Rule Change and Auditor Request: Robert Turner summarized the Accounting Rule Change announced in 2019 by the Financial Accounting Standards Board and Auditor Request memo provided in the Board packet. Robert Turner requested that it be noted in the minutes that a required change in accounting methods has been made and will be reflected in the Dec 2019 financials.

2. Investment Committee:

MOTION TO: Appoint Kelly Elliott as Investment Committee Chair.

MOTION BY: Robert Turner SECONDED BY: Kaye Black

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

MANAGERS REPORT:

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

MOTION TO: Approve construction of a boardwalk at beach access point # 17 N. of Wagner Place to be personally funded by a Landowner. The Association will handle costs for upkeep and maintenance.

MOTION BY: Robert Turner SECONDED BY: Risa Prince

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

UNFINISHED BUSINESS:

1. Risk Mitigation – Beach House lower deck

Lance Pyle summarized the McGriff Insurance Risk Mitigation memo provided in the Board packet.

MOTION TO: Pursue pricing, options and locations for adding railings on the Beach House back decks based on the recommendations by McGriff Insurance.

MOTION BY: Carl Nelson SECONDED BY: John Simpson

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

2. Financial Committee Charter

Robert Turner summarized the Financial Committee Charter provided in the Board packet.

MOTION TO: Approve the Financial Committee Charter as presented in the Board packet.

MOTION BY: Robert Turner SECONDED BY: Roger Briney

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

3. Beach House Rules and Procedures

Lance Pyle reported on proposed changes to the Beach House Rules and Procedures, No Fee Use Form and Beach House Financial Report as provided in the Board packet.

MOTION TO: Approve placement of the proposed new Beach House Rules and Procedures as amended and the Criteria and Regulations for Landowner Groups No-Fee Beach House Use on the Port Royal Association Website for Landowner review with a request for comments to be sent to Lance Pyle for review by his Administrative team prior to finalizing the new rules for approval at the March Board meeting.

MOTION BY: Carl Nelson SECONDED BY: Kaye Black
APPROVED: NOT APPROVED: TABLED: DIED:

NEW BUSINESS:

1. No-Fee Club Liability

MOTION TO: Amend the current Beach House Rules and Regulations to remove the requirement that an approved No-Fee Landowner Club and Organization, or the group leader, be held responsible for damages. In addition, remove the No-Fee Landowner Club or Organization from the indemnification and hold harmless for any accidental property damage, and/or other consequences resulting from the event until a final set of revised Rules and Regulations are approved. This will apply to all existing and future Landowner Club or Organization reservations until a final set of revised Rules and Regulations are approved.

MOTION BY: Robert McClune SECONDED BY: Risa Prince
APPROVED: NOT APPROVED: TABLED: DIED:

2. All Saints Episcopal Church Garden Tour

MOTION TO: Approve the All Saints Episcopal Church Garden Tour's access to Port Royal Plantation for 199 Fort Walker Drive on Saturday, May 16, 2020.

MOTION BY: Carl Nelson SECONDED BY: Steven Siglaow
APPROVED: NOT APPROVED: TABLED: DIED:

3. Beach House Peak Day Reservation Request

MOTION TO: Approve Landowner's request to reserve the Beach House on November 13, 2020.

MOTION BY: Kaye Black SECONDED BY: Risa Prince
APPROVED: NOT APPROVED: TABLED: DIED:

4. Storage Pod Extension

MOTION TO: Grant an extension on a storage pod at 2 Sea Breeze Court until March 19, 2020.

MOTION BY: Eli Roth SECONDED BY: John Simpson
APPROVED: NOT APPROVED: TABLED: DIED:

Adjourn Meeting:

MOTION TO: Adjourn the meeting.

MOTION BY: Risa Prince SECONDED BY: Eli Roth

APPROVED: __X__ NOT APPROVED: _____ TABLED: _____ DIED: _____

MEETING ADJOURNED AT 4:08 pm

ADDENDUM TO 02/19/20 BOARD MEETING MINUTES:

DIRECTIVES MADE BY THE BOARD

1. Send thank you card to the Landowner from the Board of Directors for funding construction of the requested beach boardwalk.
2. Continue to investigate Staying Connected to determine if it will benefit our Community.