

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

**Called to order at 6:31 pm by President Don Blank**

**BOARD MEMBERS PRESENT:**

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

**APPROVAL OF February 17, 2021 MEETING MINUTES:**

MOTION: Approve the February 17, 2021 meeting minutes.

MOTION BY: Mel Kemp                      SECONDED BY: Robert Turner

Vote: 11 approved, none opposed

APPROVED:   X   NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

**COMMITTEE REPORT:**

Kelly Elliott and Robert Turner stated that they were close to filling up their spots for members on their committees.

**FINANCIAL REPORT:**

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

MOTION TO: Approve the February 2021 financial report.

MOTION BY: Marshall Fletcher              SECONDED BY: Carl Nelson

Vote: 11 approved, none opposed

APPROVED:   X   NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

**MANAGERS REPORT:**

Lance Pyle provided a brief summary of the current status of ArborNature's permit from DHEC. He said we would begin the process of filing as co-appellants with Senator Tom Davis. Lance then summarized the written report provided in the board packet. Lance also referenced the Patrol Vehicle Report by Rob Wilkinson which will be forwarded to the Finance Committee for review.

**NEW BUSINESS:**

1. Reserve Study Recommendations

Lance Pyle gave the Board the following recommendations for the reserve study:

1. It is recommended the 2021 reserve study be done using the hybrid method. This would be done using industry-based software or excel to input information. We would use recent historical data, contractors, engineers, and professionals to assist with component assessment, remaining useful life, and current industry costs.

2. The Finance Committee and Board adopt the National Reserve Study Standards, Four-Part testing method to determine what components should or should not be included in the reserve study. This would include a recommendation from the Finance Committee to the Board on a specific minimum cost threshold. Also, we would determine the maximum useful life for the study (NRSS requires a minimum of 20 years).
3. The Finance Committee and Board should approve a threshold funding method. The threshold would be determined through the development of the study to set a minimum amount for reasonable maintenance and an adequate reserve fund. That minimum would require Board approval.”

**MOTION TO:** Approve the above three recommendations.

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

**Vote:** 11 approved, none opposed

**APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_

**2. Revised Beach House COVID-19 Restrictions**

Lance summarized the recent press releases from Governor Henry McMaster regarding COVID-19 protocol in South Carolina and referenced the recent transition into Phase 1B in COVID-19 Vaccinations in South Carolina. He then proposed temporary changes to Administration Office procedures and Beach House COVID Restrictions.

**MOTION TO:** Approve the proposed temporary changes to the Administrative Office procedures and Beach House COVID Restrictions detailed in Lance’s email to the Board dated 3/17/2021 which is attached to these minutes.

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

**Vote:** 11 approved, none opposed

**APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_

**3. Heritage Golf Group – Potential Price Increases and Temporary Rule Changes**

Carl Nelson summarized each point of the rule changes individually since the rules were voted upon separately.

**MOTION TO:** Approve the dues and fees increase as stated in the attached agreement between Heritage Golf Port Royal LLC, The Association of Landowners of Port Royal Plantation, Inc. and the Port Royal Plantation Club.

**MOTION BY:** Robert Turner                      **SECONDED BY:** Mel Kemp

**Vote:** 10 approved, 1 opposed

**APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_

The proposed agreement was presented to permit Heritage to temporarily allow nonmembers to play on the Members-Course during designated times.

**MOTION TO:** Approve the agreement as stated in the attached agreement allowing nonmembers to play on the “Members” Course during designated times for the period of April 1<sup>st</sup>, 2021 through December 31<sup>st</sup>, 2021.

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

**Vote:** 11 approved, none opposed

**APPROVED:** X **NOT APPROVED:** \_\_\_\_\_ **TABLED:** \_\_\_\_\_ **DIED:** \_\_\_\_\_

A revised Cart Fee Agreement for 2021 was proposed, increasing cart fees by \$1.12 (plus applicable taxes) for the period 4/1/2021 through 12/31/2021.

MOTION TO: Approve the cart agreement as stated in the attached agreement for the period of April 1<sup>st</sup>, 2021 – December 31<sup>st</sup>, 2021.

MOTION BY: Robert Turner                      SECONDED BY: Terry Herron

Vote: 11 approved, none opposed

APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

**4. Pickleball Group Play Request**

Lance Pyle summarized the request by the Ladies Pickleball Group to reserve Pickleball courts for Couples Play on Thursdays from 4:00-5:30 pm, utilizing 3 courts, and Ladies Pickleball Group Play on Fridays from 8:00-11:00 am, utilizing 4 courts.

MOTION TO: Approve the Couples Play allotment for Thursday evening and table until the April 2021 Board Meeting the request for additional reserved times for Ladies Group Play on Fridays.

MOTION BY: Mark Prince                      SECONDED BY: Steven Sigalow

Vote: 11 approved, none opposed

APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

**Adjourn Meeting:**

MOTION TO: Adjourn the meeting.

MOTION BY: Marshall Fletcher              SECONDED BY: Carl Nelson

Vote: 11 approved, none opposed

APPROVED: X NOT APPROVED: \_\_\_\_\_ TABLED: \_\_\_\_\_ DIED: \_\_\_\_\_

MEETING ADJOURNED AT 8:22 pm

Signed: 