

Association of Landowners of Port Royal Plantation, Inc.
BOARD OF DIRECTORS MINUTES
Wednesday, October 20, 2021 • Beach House and Zoom Teleconference Video

Called to order at 2:00 pm by President Don Blank

BOARD MEMBERS PRESENT:

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

Carl Nelson and Kelly Elliott were unable to attend.

OPEN FORUM: 3 minutes

Richard Sanders, 84 South Port Royal Drive, spoke to the Board about the possibility of a recession hitting the country and what the Board might do to prepare. He suggested that rather than resorting to possibly raising the annual assessment in the near future, the Board could proactively be considering "tightening their belt" and trimming down the budget to compensate for the possible impact of inflation.

QUORUM CERTIFIED – Marshall Fletcher, Secretary

MOTION: Add the Town of Hilton Head Island Drainage Agreement to the agenda under Unfinished Business.

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

Vote: 9 approved, 0 opposed

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

MOTION: Add under New Business before the PRCCF request an agenda item to discuss exempting the PRCCF from the commercial purposes rule.

MOTION BY: Eli Roth **SECONDED BY:** Marshall Fletcher

Vote: 9 approved, 0 opposed

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

APPROVAL OF SEPTEMBER 15, 2021 BOARD MEETING MINUTES:

MOTION: Approve the September 15, 2021 Board Meeting minutes with the amendment of the correct spelling of Tom Reiley in the motion under the Security Committee Report.

MOTION BY: Mark Prince **SECONDED BY:** Eli Roth

Vote: 9 approved, 0 opposed

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

COMMITTEE REPORTS:

1. 2022 Nominating Committee

Don Blank announced that Mark Prince volunteered to be the Chair of the 2022 Nominating Committee.

MOTION: Approve Mark Prince as the Chair of the 2022 Nominating Committee.

MOTION BY: Marshall Fletcher SECONDED BY: Robert Turner

Vote: 9 approved, 0 opposed

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

Mark Prince then reported that he had searched for members and planned to add the following landowners to his committee: Kaye Black, Mark Fernald, Anne Garrette and Mike Simunic.

2. 2021 Nominating Committee

Eli Roth reported about the success of the Board Candidate Forum held on October 13, 2021, at the Beach House and via Zoom. He explained that, unfortunately, Mia Allen-Ayanian withdrew her candidacy as she will be moving from Port Royal to follow her career. He also said that for those who missed the Board Candidate Forum, a link to the recording could be found on the website.

3. Security Committee

Robert McClune suggested the name change of the Security Committee to the "Safety and Security Committee". He also presented a charter for the Safety and Security Committee for approval.

MOTION: Approve the name change of the Security Committee to "Safety and Security Committee."

MOTION BY: Robert McClune SECONDED BY: Eli Roth

Vote: 9 approved, 0 opposed

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

MOTION: Approve the Safety and Security Committee Charter.

MOTION BY: Robert McClune SECONDED BY: Mark Prince

Vote: 9 approved, 0 opposed

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

FINANCIAL REPORT:

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

MOTION: Approve the September 2021 financial report.

MOTION BY: Mark Prince SECONDED BY: Eli Roth

Vote: 9 approved, 0 opposed

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

Robert Turner also gave an update on the Asset Replacement Reserve. He reminded the Board that the funds are used solely to replace existing assets and not for new capital improvements. He said he and Lance had reviewed it, and the Finance Committee was scheduled to meet soon for a final review. He then reported that since November will be the Annual Meeting, they will present the updated Asset Replacement Reserve in the December 2021 Board Meeting.

MANAGERS REPORT:

Lance Pyle summarized the written report provided in the board packet. He gave Maintenance updates on the schedule for paving South Port Royal, Ensis and Resolute as well as completing the Ensis Drainage Project. He also discussed consideration of noise control barriers at the Pickleball Courts. He expanded on that subject with respect to installation and effectiveness and presented the two quotes for noise control barriers. After deliberation, the Board asked that Lance and Scott do additional research regarding acoustic pickleball paddles and noise control barriers and provide an update at the December 2021 Board Meeting. Don directed Lance to obtain from our attorney an opinion of what our exposure might be if the Board decides to take no action to mitigate the pickleball noise, or if some action is done but does not satisfy the complaining landowner.

Lance gave Administration updates regarding the Annual Meeting Mailing that went out on October 15, 2021, and the Pledge the Pink event that took place in the community on October 15.

Lance also stated that in the Security department, they were still struggling to find someone to fill the currently open full-time position.

Don also asked for an update on 6 Audubon and Lance gave a brief summary of the current situation.

UNFINISHED BUSINESS:

- 1. Town of Hilton Head Island Drainage Agreement

Lance informed the Board that the Town of Hilton Head Island had rejected the Board’s proposed amendments to the document.

MOTION: Rescind the motion amending the document in the September 2021 Board Meeting and adopt the Town of Hilton Head Island Drainage Agreement as written.

MOTION BY: Roger Briney SECONDED BY: Robert Turner

Vote: 9 approved, 0 opposed

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

NEW BUSINESS:

- 1. Document Retention Policy

Don summarized the drafted Document Retention Policy. Changes were suggested by a number of Board members. After some discussion, Don suggested the formation of a task force

to further review and edit the Policy. The task force would be chaired by Roger Briney and include Steven Sigalow, Tom Korzik and Lance Pyle.

MOTION: Create a task force to redraft the Document Retention Policy with members Roger Briney (Chair), Steven Sigalow, Tom Korzik and Lance Pyle. The task force will take input from Board members, redraft the document, have Weston Newton review the document and present a new draft at the December 2021 Board Meeting.

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

Vote: 9 approved, 0 opposed

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

2. Freedom 5k

Don referenced the request for the Freedom 5k by Clyde Dickey.

MOTION: Approve hosting the Freedom 5K in Port Royal Plantation on Memorial Day, 2022.

MOTION BY: Robert Turner **SECONDED BY:** Robert McClune

Vote: 8 approved, 0 opposed 1 abstained

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

3. Port Royal Community Charitable Fund

Eli Roth suggested that the Port Royal Community Charitable Fund (PRCCF) be exempt from the commercial use rule that requires Board approval, and that future PRCCF events only require the approval of the General Manager for up to 12 events per year as specified in the PR Beach House Rules and Regulations.

(Robert Turner left before the motion was voted upon.)

MOTION: The Port Royal Community Charitable Fund be exempt from the Beach House commercial purposes rule that requires Board approval, and future PRCCF events should only require the approval of the General Manager for up to 12 events per year as specified in the PR Beach House Rules and Regulations. If the event involves outside commercial activity, that activity would require Board approval.

MOTION BY: Eli Roth **SECONDED BY:** Marshall Fletcher

Vote: 8 approved, 0 opposed

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

4. Coffee Ladies – Beach House Date Requests

MOTION: For reasons stated in their request, approve the Coffee Ladies' request for use of the Beach House on November 5, 2021, March 11, 2022, and 5 additional dates, if Beach House is available.

MOTION BY: Steven Sigalow **SECONDED BY:** Marshall Fletcher

Vote: 8 approved, 0 opposed

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

5. PRPC – 2022 Beach House Date Requests

(Tom Korzik left before the vote on the motion)

MOTION: Approve the 14 proposed PRPC dates with the exception of April's date which will remain open until specified later. If they should need to reschedule, they may reschedule a date through Administration based on Beach House availability.

MOTION BY: Robert McClune SECONDED BY: Roger Briney

Vote: 7 approved, 0 opposed

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

Adjourn Meeting:

MOTION: Adjourn the meeting.

MOTION BY: Marshall Fletcher SECONDED BY: Robert McClune

Vote: 7 approved, 0 opposed

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

MEETING ADJOURNED AT 4:12 pm

Signed: 