

**PLANTATION POINT HPR
MONTHLY BOARD MEETING
TUESDAY, MARCH 23, 9:00 A.M. – 10:30 A.M.
SENTRY MANAGEMENT HILTON HEAD-BLUFFTON BOARD ROOM**

A. CALL TO ORDER:

B. ESTABLISH QUORUM:

Bill Wiberg (), Ron Schinnour (), Pati Burgess (), Larry Gaylord (), Paul Kozumplik ()

Sentry Management – Vicki Bruno, Valerie Barrow, Letitia Rodrigues

C. APPROVAL OF BOARD MEETING MINUTES FROM FEBRUARY 16, 2021

D. OLD BUSINESS:

1. Ratify the Approval - Sixth Amendment to the Master Deed

E. NEW BUSINESS:

- 1. Ratify the approval to mail Annual Meeting Notice, Amendment Proxy and Minutes**
- 2. Paving the parking lot - proposals**
- 3.**

F. FINANCIAL REPORT & SUMMARY- FEBRUARY 2021:

G. MANAGERS REPORT, PROJECT UPDATES:

H. COMMITTEE REPORTS:

- 1. Security / Gated Entrance**
- 2. Insurance Report**

I. ADJOURNMENT:

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
PLANTATION POINT, HPR
TUESDAY, FEBRUARY 16, 2021 9:00 A.M. – 10:00 A.M.
SENTRY MANAGEMENT BOARD ROOM
BLUFFTON, SOUTH CAROLINA**

- A. **9:00 AM. CALL TO ORDER:** The Meeting of the Board of Directors of Plantation Point, HPR was called to order at 9:03 a.m. Bill Wiberg, President of the Association.
- B. **ESTABLISH QUORUM:** A quorum was established by the presence of Bill Wiberg, Board President, Larry Gaylord, Vice President/Secretary (via phone), Ron Schinnour, Board Treasurer (via GTM), Pati Burgess, Director, Vicki Bruno, Valerie Barrow and Letitia Rodrigues, Sentry Management and Rocky Dunlap (via GTM)
- C. **APPROVAL OF JANUARY 8, 2021 EXECUTIVE SESSION MEETING MINUTES:**
A motion was made by Bill Wiberg to approve the Minutes from the January 8, 2021 Executive Session as written and seconded by Pati Burgess. Motion carried.
- D. **APPROVAL OF JANUARY 26, 2021 BOARD MEETING MINUTES:**
A motion was made by Bill Wiberg to approve the Minutes from the January 26, 2021 Board Meeting as written and seconded by Pati Burgess. Motion carried.
- E. **APPROVAL OF NOVEMBER 16, 2020 BOARD MEETING MINUTES:**
A motion was made by Bill Wiberg to approve the amended Minutes from the November 16, 2020 and seconded by Pati Burgess. Motion carried.

FINANCIAL REPORT:

- A. Ron Schinnour gave the financial report and approved Sentry Accounting to close the December 2020 year-end financial. A copy of the financial was provided to the Board via email prior to the February 16, Board meeting.

MANAGER'S REPORT:

- A. Vicki Bruno gave her manager's report, which is made a part of these minutes.

COMMITTEE REPORTS:

1. Survey Report – Ron Schinnour gave the survey reports.
 - a. Plantation Point name change. A survey was conducted of the owners of PPHPR, and of the votes received, there was insufficient votes received for

an amendment to change the name; therefore, the proposed amendment did not pass.

- b. Screened Porches. A survey of votes was conducted of the unit owners of PPHPR regarding the potential to allow construction of screened porches within the community. All owners had the opportunity to indicate their intention with a vote on an amendment. After further analysis, there is sufficient probability that an amendment may pass with the option of yes or no vote for consideration. Therefore, an amendment will be prepared for the purpose of obtaining only the two options A= Yes or B = No to be voted on at the next General Meeting of the Unit Owners.

A motion was made by Bill Wiberg and seconded by Pati Burgess to move forward with the Associations attorney to draft a Proposed Amendment to the By-Laws, using yes or no options which were on the survey, owners to indicate **Yes** to a screened porch or **No** to a screened porch. Motion carried.

2. Security Report:

- a. The Security report was provided by Bill Wiberg.

3. Insurance Report:

- a. The Insurance report was provided by Ron Schinnour and Rocky Dunlap.

NEW BUSINESS:

There was no new business.

ADJOURNMENT:

With no further business, Bill Wiberg made a motion to adjourn the meeting. Pati Burgess seconded the motion and the meeting was adjourned at 9:50am.



Financial Summary

PLANTATION POINT, HPR

FEBRUARY 2021 FINANCIAL SUMMARY

ASSETS		LIABILITIES	
Cash in Bank - Operating	1,780,845.14	Payables/Prepays	54,594.18
Cash in Bank - Reserves	1,453,437.34	Reserves (net)	1,453,437.34
Settlement Account	3,422,801.31	Prepaid Asset	
Maintenance Fees Receivable	4,658.29	Equity	1,762,182.50
Prepaid	31,123.25	Current year Surplus	3,422,801.31
Deposits	150.00		
Due from operating			
TOTAL ASSETS	6,693,015.33	TOTAL LIABILITIES	6,693,015.33

	Current Period Actual	YTD Actual	YTD Budget	VARIANCE (Over/Under)
TOTAL INCOME	102,457.94	204,872.28	206,399.20	(1,526.92)
EXPENSES:				
Building Expenses	4,588.18	9,186.56	10,433.40	(1,246.84)
Grounds	11,136.00	37,635.55	27,671.10	9,964.45
Utilities	1,227.14	5,227.14	7,833.30	(2,606.16)
Pool/Club	6,516.98	12,525.37	10,957.20	1,568.17
Administration	66,609.38	122,165.33	119,812.40	2,352.93
Recreation Area	0.00	0.00	116.70	(116.70)
Reserves	14,787.50	29,575.00	29,575.00	0.00
TOTAL EXPENSES	104,865.18	216,314.95	206,399.10	9,915.85
SURPLUS/(DEFICIT)	(2,407.24)	(11,442.67)	1,230,371.60	(11,442.77)

COMMENTS:

Plantation Point HPR, Inc.
March 23, 2021

Administrative:

- Violation notices given to tenants and or owners in violation of Rules and Regulations of the HOA. Correspondence with various unit owners', regime fees, parking decals, contractor sign in, gate violations and temporary parking passes.
- Completed work orders for irrigation repairs, lights and light fixture replacement, trimming of several palm trees, hook up dryer vents in attic areas to satisfy inspection reports for sales and replaced some of the exterior lights. Don and Jamie have now replaced all of the drains on three (4) buildings and getting them ready for the new landscape projects, calling asphalt companies to get bids on repaving the parking lot and gutter proposals for mailbox stations. Jamie and done have painted the back fitness center and getting ready to do the flooring. There was mold growing from a water leak that caused major issues with this fitness center and pool pump room.
- I walked the property with Brightview to go over landscaping proposals and cut the current proposals where we could to try and stay within budget.
- Prepared annual meeting package for board approval. Once received, sent to corporate for mailing on March 24, 2021.
- Coded and scanned all invoices into CP1 and approved them for payment
- Association website maintained, the agenda for this meeting is posted on the website.
- The attorney sent a letter to the owner creating disturbances and threatening other owners and tenants and this appears to have helped the situation as there have been no further issues reported.
- Overseeing the stucco construction at Building 30 and logged all photos into the notebook. 30 building does not seem to be as bad as the others have in recent months. Buildings 1 – 4 will be the next. If you want your windows replaced during the stucco removal the HOA will pay for the labor and owners just pays for the windows. Contact me for more information if you would like to replace your windows.

- Emailed Board packets to all Board members for this meeting and printed a copy to distribute for this meeting.
- Helped to answer questions for insurance proposals for Ron as needed.
- **Property Inspections:** Property was walked weekly and inspected by Letitia for violations and any property issues. I am turning over more and more of the day-to-day operations to Letitia to complete. She is doing the agendas, minutes, violations, new owner orientations, parking decals, contractor check ins and key cards.

Contracted Maintenance

- Brightview Landscaping is providing landscaping for all common areas weekly.
 - Lake Doctors is providing monthly pond maintenance
 - Diamond Pools maintains both pools
 - Orkin continued pest control on all units
 - Technology Solutions for gates and cameras
 - Coastal Security is the onsite security Company to call security between the hours of 8:00 pm and 4:00 am their number is: 843-247-0788
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