



Hilton Head Plantation Property Owners' Association, Inc.

EXECUTIVE COMMITTEE MEETING MINUTES **April 21, 2020**

CALL TO ORDER:

President Lois Wilkinson called the meeting to order at 10:00 AM.

PRESENT:

Lois Wilkinson
Jon Heron
Jim Lucas
Ann Schwab
Jordan Berliner – Alternate Member

STAFF:

Peter Kristian – General Manager

AGENDA

A: Decision items:

A-1 Noted the recommendation of the committee chairs regarding the proposed appointment of their committee members. Referred to the Board for consideration.

B: Discussion Items:

B-1 Due to the present conditions the HHP Conservancy Foundation Trustees will have their annual meeting immediately following the Tuesday, May 19, Executive Committee Meeting and will elect its At-Large Trustees.

B-2 Noted the four members of the Executive Committee are automatically (by virtue of office) members of the Hilton Head Plantation Conservancy Foundation (HHPCF).

B-3 Update on Pine Island Beach.

B-4 The community meeting on the Dolphin Head Renovation project has been rescheduled for 2:00 PM, Tuesday, May 26, at the Plantation House.

C: Information Items:

C-1 Noted the General Manager may be attending the Community Associations Institute's (CAI) Spring Conference and Exposition from June 10 through June 13.

- C-2 Due to the Coronavirus pandemic, the Spring Lake Pool has been rescheduled to open on Friday, May 1 (*conditions permitting*).
- C-3 Our next Coffee is scheduled for Thursday, May 28, 4:00 PM, at the Plantation House.
- C-4 Noted the 2020 Executive Committee Alternate Schedule. If you cannot attend the meeting when scheduled, please contact Sharon at (843) 681-8800 ext. 223 or email swhite@hhppoa.org.
- C-5 As of Thursday, April 15, we have collected \$114,153 in Capital Transfer Fees.
- C-6 The POA Service Center is working on reduced hours to limit Staff and customer exposure. The office is presently open from 8:00 AM to 12 Noon and the Scheduling Office at the Plantation House from 8:30 AM to 12 Noon. All buildings are closed except for the Plantation House from 8:30 AM to Noon, the Lending Library is still open.
- C-7 Most of the office Staff are coming to work on a regular basis. Some who have young children are working from home or coming in after regular hours so spouses can share childcare. HHP Staff has risen to the occasion with all Security Staff on station and doing their jobs under difficult circumstances.
- C-8 Due to the cancelled Easter weekend activities, the Activities Department regrouped and made a deal with the Easter Bunny to deliver Easter Baskets to over 170 individuals. Half of the recipients were adults. Chrissy, Margie, and Jen made an offer to the Easter Bunny that they could not refuse! Leah Davis working from home sponsored a Drive by Easter Egg Hunt with over 100 properties participating.
- C-9 Leah has been dutiful in getting out email blasts to residents. The feedback on these email blasts has been quite positive thus far.
- C-10 The steps to the Spring Lake Tennis facility are in the process of being replaced.

D: Bid Items:

- D-1 Consider the bids for road resurfacing. Referred to the Board for consideration.

E: Set Board Agenda

Set the April 28, 2020 Board Agenda

F: Legal and Personnel Matter