

**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION, INC.
BUDGET & FINANCE COMMITTEE MINUTES
September 21, 2023**

Chairman, Jon Heron called the Meeting to order at 9:00 a.m. on Thursday, September 21, 2023, at the POA Conference Room.

In attendance were:

Jon Heron
Jeff Heslop
William Zurilla
Susan Fishel
Paul Lambdin
Jerry Cutrer
Doug Larkin

Absent with notice were:

Christopher Floyd
Daniel Clare

Ed Schottland, Board President
T. Peter Kristian, Ex-Officio
Todd Lindstrom, Ex-Officio
Leah Davis, Staff

- 1) **Approval of the Minutes** - The Committee approved the August 17, 2023 minutes as submitted.
- 2) **Survey Update** - Mrs. Davis thanked the committee for their input for the 2024 Opinion Survey. She discussed the Communications Committee plan to change yes/no questions to a 1-5 ranking system from strongly agree to strongly disagree. There was some open discussion on how this would look.
- 3) **Review of the 2024 Proposed Budget** –
 - Budget Guidelines/Budget Memo – The Committee reviewed the proposed budget narrative and provisions of the approved budget guidelines. Mr. Kristian highlighted the major changes, including staffing changes that were being proposed.
 - 2024 Proposed Budget Draft – Mr. Lindstrom went over the proposed budget by departments and line items. Fluctuations from current budget were addressed and major areas of concern including commercial insurance were discussed. The committee then reviewed the proposed 2024 budgeted revenues and how the assessment was derived.
 - 2024 Major Repair and Replacement Budget – An updated project budget was included for review.

After review and discussion:

Mr. Cutrer made a motion that the committee report to the Board that it recommends the Board adopt the Proposed 2023 Budget with a \$1,291 improved assessment for cash and check payments. Mr. Zurilla seconded, and the motion passed unanimously.

- 4) **New Business** – No new business.
- 5) **Next Meeting** – Next meeting October 19th.

6) With no further business to discuss the meeting was adjourned at approximately 10:55 a.m.

Respectfully Submitted,

Todd Lindstrom