

Association of Sea Pines Plantation Property Owners, Inc.

Board of Directors Meeting

January 17, 2019

A regular meeting of Association of Sea Pines Plantation Property Owners, Inc., (ASPPPO), Board of Directors, was held on Thursday, January 17, 2019, at the Sea Pines Community Center, 71 Lighthouse Road, Suite 120, Hilton Head Island, SC 29928.

Present from the Board of Directors were: Charles Miner, President; Barry Barth, Vice President; Paula Scanlon, Secretary; Paul Crunkleton, Director; Mark Griffith, Director; Bill Johnson, Director and Richard Matthews, Director

Absent from the Board of Directors were: Richard Speer, Treasurer and J. Richardson, Director

Present from Community Services Associates, Inc., were: Bret Martin, President; Victoria Shanahan, Director of Finance and Administration; Jean McElroy, Communications Coordinator and Sandra Archer, Executive Administrative Assistant

Call to Order

The meeting was called to order by Charles Miner, President, at 9:00 a.m., Eastern time.

Establishment of Quorum

With the majority of Board Members in attendance, quorum was met.

Ratify Approval – Board Meeting Minutes, November 8, 2018

A motion was made by Paula Scanlon, to ratify approval of the November 8, 2018, ASPPPO, Board of Directors meeting minutes. The motion was seconded and unanimously carried.

“**RESOLVED**, the Association of Sea Pines Plantation Property Owners, Inc., Board of Directors, ratified the vote on the approval of the November 8, 2018, Board meeting minutes, as finalized by email”.

President Miner welcomed the newly elected and returning Board Members: Paula Scanlon, Paul Crunkleton and Barry Barth.

Treasurer Update – Victoria Shanahan (Richard Speer, Treasurer)

Ms. Shanahan provided the Treasurer update. Action taken:

Acceptance – Financial Statements, YTD/November 30, 2018

A motion was made by Bill Johnson, to accept the financial statements, YTD/November 30, 2018. The motion was seconded and unanimously carried.

“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc., Board of Directors, approved acceptance of the financial statements, YTD/November 30, 2018, approved by the Director of Finance and Administration, as presented and attached as Exhibit A, to the minutes of record”.

Approval – Amendment to Budget, 2019, Land Use Monitor Position

A motion was made by Paul Crunkleton, to approve amendment to Budget, 2019, in support of the Land Use Monitor position. The motion was seconded and unanimously carried.

“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc., Board of Directors, approved amendment to the Budget, 2019, to include an incremental budget increase, in the amount of \$28,000, for a period of 9 months, to fund ASPPPO’s portion of shared cost to enhance the Land Use Monitor position to full time”.

ASPPPO Updates

Land Use Management – Richard Matthews

An update was provided. Action taken:

- Land Use Monitor position to transition to full time
- Sandfiddler property is under contract, will continue to monitor
- Propose amendment to covenants, to include ability to take action on properties not in compliance. Will seek legal opinion for referendum language and bring back to the Board

Architectural Review Board Liaison – Sandra Archer (James Richardson)

An update was provided. No action taken.

Communications – Barry Barth

An update was provided. Action taken:

- Communicate via website, appointment of newly elected Officers.
- Create a campaign to increase membership.

Unfinished Business – President Miner

There was no unfinished business to discuss.

New Business

Update – ASPPPO Bylaws, Restated, January 17, 2019, Draft – President Miner

An update was provided. Action taken:

- Governance Task Force continues to review bylaws. A final draft will be presented to the Board when complete

Approval – Conflict of Interest, Confidentiality Statement – President Miner

A motion was made by Bill Johnson, to approve a Conflict of Interest/Acknowledgement Statement be created for Board signature. The motion was seconded and unanimously carried.

“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc., Board of Directors, approved a Conflict of Interest/Acknowledgement Statement to be created, Board Members required to sign yearly and statement to be kept on file”.

Appointment, Approval – Task Force Chairs, 2019 – President Miner

A motion was made by Paul Crunkleton, to approve Task Force Chairs, 2019. The motion was seconded and unanimously carried.

“**RESOLVED**, Association of Sea Pines Plantation Property Owners, Inc., Board of Directors, approved Task Force Chairs, 2019, as appointed: Governance; President Miner, who will serve through completion of ASPPPO Bylaws Re-Statement”.

Discussion – Annual Meeting, Bylaws Voting Process – President Miner

An update was provided. Action taken:

- Approval of Restated Bylaws, will be by separate ballot mailed to Membership and not voted on at the Annual Meeting

Adjournment

With no further business to come before the Board, President Miner adjourned the meeting at 10:05 a.m. The next scheduled meeting of the ASPPPO Board of Directors, is Thursday, March 21, 2019, 9:00 a.m., at the Sea Pines Community Center.

A motion was made by Bill Johnson to adjourn the meeting at 10:05 a.m. The motion was seconded and unanimously carried.

Respectfully Submitted,



Paula Scanlon
Secretary