

KINGSTON PLANTATION MASTER ASSOCIATION, INC.

REGULAR MEETING OF THE BOARD OF DIRECTORS

SATURDAY, OCTOBER 17, 2020

PALLADIUM BALLROOM - BRIGHTON

MINUTES

1. Call to Order

President White G. Watkins called the meeting to order at 10:10 AM.

KPMA Officers: President, White G. Watkins
 Vice President – Sherry Love
 Secretary – Fred Fellows
 Treasurer – John Taylor

Delegates:

Brighton Tower – Gail Coffey	Market Place – Jim Robinette (Absent)
Canterbury Court – Dennis Marcello	Margate Tower – Harvin Bullock
Canterbury Court III – Jane Fellows	North Hampton – Jim Gryck (Absent)
Cumberland Terrace – Seth Smith	Richmond Park – Chris Bramlett
Declarant / Dev. - Bob Barenberg	South Hampton – Don Matheson
Declarant / Dev. – Simon Mais (Absent)	St. James Park – Mike Krause
Gloucester Terrace – George Hanna	West Hyde Park – Ron Bicicchi
Kingston Lakes – Joe Flesch	Windermere by the Sea – Bill Kolibash

Alternates:

Brighton Tower – Mike Kelly	The Market Place – Lorene Paragallo (Absent)
Canterbury Court – White G. Watkins	Margate Tower – TBD
Canterbury Court III – Larry Tucker (Absent)	North Hampton – TBD
Cumberland Terrace – Jeffrey Johnson (Absent)	Richmond Park – Joe Misiak (Absent)
Declarant / Dev. – TBD	South Hampton – TBD
Declarant / Dev. – TBD	St. James Park – Joan Fischer (Absent)
Gloucester Terrace – Jim Elliott (Absent)	West Hyde Park – Roy Sizemore (Absent)
Kingston Lakes – David Straub (Absent)	Windermere by the Sea–William Elmore (Absent)

Representing LITUS* To Let were Douglas A. Millar, Leslie A. Styles and Pauline M. Carrig.

President Watkins reviewed the meeting protocol and stated that non-owners needed to exit the room. He reminded everyone that cell phones should be silenced and that recording devices were not permitted.

2. Approval of Minutes

o Regular Meeting of the Board of Directors – February 15, 2020

President Watkins stated that a copy of the minutes had been emailed to Board members and that we could read them aloud or dispense with reading and then entertain a motion to approve. Upon a motion made by Mr. Bullock, seconded by Mr. Barenberg and unanimously approved, it was:

MOVED; to dispense with reading of the minutes and approve the minutes of the February 15, 2020 meeting, as presented.

3. Ratification of Email Approvals

A. Postpone the May and August Board Meetings

Mr. Barenberg stated that due to COVID-19 the board had not met since February 15, 2020. He next stated that board members voted via email to postpone the May 15, 2020 annual members and board meetings to a future date. Due to the ongoing health crisis in August 2020 Board members again voted to postpone the meetings. Upon a motion made by Mr. Barenberg, seconded by Mr. Bullock and unanimously approved; it was:

MOVED; to ratify the email approvals to postpone the May 15, 2020 and August 15, 2020 KPMA Board of Directors meeting to a future date.

B. Changes to the Amended and Restated Parking Rules & Regulations

Mr. Barenberg provided a brief summary of the first amendment to the Amended and Restated Parking Rules & Regulations relating to Special Event Trailer Parking and Extraordinary Events. Upon a motion made, seconded and unanimously approved; it was:

MOVED; to ratify the email approval of the first amendment to the Amended and Restated Parking Rules & Regulations.

4. Reports

A. Audit Committee Report

o Financial Position for the Year Ending September 30, 2020

Chairman Taylor called on Ms. Pauline Carrig who reported on the financial position for the year ending September 30, 2020. She reviewed the operating balance sheet (**EXHIBIT A**) and the operating income statement (**EXHIBIT B**). She next reviewed the reserve balance sheet (**EXHIBIT C**) and the reserves income statement (**EXHIBIT D**). She confirmed that all reserve funded projects were included in the current reserve study and explained that reserve

studies were guides and that projections could vary depending on when the reserve study was completed and the projects done.

B. Architectural Standards Committee Report

o Subordinate Association Requests

Chairwoman Fellows reported that the committee had approved four requests via email and that the approvals would be ratified at the next meeting of the ASC.

o Holiday Decorations

Chairwoman Fellows announced that the 2020 holiday decorating dates would be November 18, 19 and 20 and volunteers were needed to help fluff wreaths and bows.

C. Security Committee

o Security Statistics

Chairman Fleming reported that since January 1 there had been 5,594 saturation patrols performed and 3,582 vendor checks.

o Incident Report Summary

Chairman Fleming reported on several incidents which were responded to by police, fire or emergency personnel.

Board members discussed golf cart parking and the recommended the formation of an ad-hoc committee to come up with a solution to the number of golf carts. Items to be addressed included parking, violations, speeding and underage drivers.

D. Manager's Report

o KPMA Reserve Study

Mr. Millar reported that the 2020 reserve study was reviewed with the board at the February meeting and there was one change that needed to be made to finalize the report. The reserve study called for a 2% interest rate being earned per year and the KPMA Audit Committee suggested the 2% be changed to 0% interest. On behalf of the Audit Committee Mr. Flesch made a motion and asked Board members to approve the Reserve Study as presented on the KPMA website, with one change taking the interest rate being earned on the reserve funds from 2% to 0%. Upon a motion made, seconded and unanimously approved:

MOVED; to approve the Reserve Study as presented on the KPMA website with one change, taking the interest rate being earned on reserve funds from 2% to 0%.

5. Appointment of KPMA Officers, Committee Members and Committee Terms

Mr. Barenberg thanked those in attendance for their dedication to Kingston Plantation and then made a motion with a slate of nominees for KPMA Board Officers and Committee members. Upon a motion made by Mr. Barenberg, seconded by Mr. Bullock and unanimously approved; it was:

MOVED; to approve the following 2020 – 2021 KPMA Officers and committee members:

KPMA OFFICERS

White G. Watkins – President
Sherry Love – Vice President
Fred Fellows – Secretary
John Taylor – Treasurer

ARCHITECTURAL STANDARDS COMMITTEE MEMBERS

Jane Fellows, Chairwoman
Carol Gryck
Mary Maeser
Joe Misiak
David Neal
Seth Smith
David Straub

ASC committee terms will be presented at the May 2021 Board meeting.

SECURITY COMMITTEE MEMBERS

Dennis Fleming, Chairman
David Beatty – 2 years
Harvin Bullock – 3 years
Randy DeVaux – Declarant Representative
Jim Gryck – 3 years
Tom Marucci – 1 year
Roy Sizemore – 2 years

EXECUTIVE COMMITTEE MEMBERS

White G. Watkins, President
Sherry Love, Vice President
Fred Fellows, Secretary
John Taylor, Treasurer
Joe Flesch, Director at Large
Simon Mais, Declarant
Bob Barenberg, Declarant

AUDIT COMMITTEE MEMBERS

John Taylor, Chairman
Fred Fellows
Joe Flesch
Sherry Love
White G. Watkins

Mr. Barenberg stated that committee terms were now being assigned in a staggered way to facilitate increased committee participation. He next shared that ASC terms would be announced at the May 2021 Board of Directors meeting.

6. Unfinished / New Business

A. 2021 Operating Budget

Chairman Taylor stated that the proposed budget had been emailed to Board members for their review and reported that it was a flat budget. He next asked if there were any questions. There being no questions and upon a motion made, seconded and unanimously approved; it was:

MOVED; to approve the KPMA 2021 Operating Budget as presented.

B. 2021 Reserve Projects

Upon a motion made, seconded and unanimously approved; it was:

MOVED; to approve the 2021 Reserve Projects as presented.

President Watkins requested that all non-Board members exit the meeting room, as there was a need for the Board to enter into Executive Session.

Upon a motion made by Mr. Barenberg, seconded by Mr. Bullock and approved; the Board moved into Executive Session.

7. Executive Session – Cable Proposal

Upon a motion made, seconded and approved; Board members returned to Regular Session.

Upon a motion made by Mr. Barenberg, seconded by Mr. Hanna and unanimously approved; it was:

MOVED; to accept the Bulk Video Proposal or better; authorize the RFP team to negotiate further and send a Letter of Acceptance of Proposed Bulk Video Proposal or better; authorize the RFP team, working with the KPMA attorney, to finalize the new contract; Authorize the Audit Committee to review and approve the new contract and Authorize the KPMA President to executive the new contract, as approved by the Audit Committee.

8. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:05 P.M.

Meeting Commenced: 10:10 A.M.
Meeting Adjourned: 12:05 P.M.

White G. Watkins, President

Leslie A. Styles, Recording Secretary