

**KINGSTON PLANTATION MASTER ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING**

**SATURDAY, OCTOBER 15, 2022  
PALLADIUM A - BRIGHTON**

**MEETING MINUTES**

**KPMA Officers:** President, Sherry L. Love  
Vice President, Fred Y. Fellows  
Treasurer, John D. Taylor  
Secretary, Seth Smith

**Delegates and Alternates:**

Brighton Tower	Gail Coffey	Mike Kelly
Canterbury Court	TJ Hackett	Shannon Wiedner
Canterbury Court III	Jane Fellows	Mary Ann Tucker
Cumberland Terrace	Seth Smith	Adele Upchurch
Declarant / Developer	Bob Barenberg	Randy DeVaux
Declarant / Developer	Simon Mais	Jen Collins
Gloucester Terrace	George Hanna	Joe Misiak
Kingston Lakes	Joe Flesch	David Straub
Margate Tower	Michael Roberts	Richard Vickers
Market Place	James Robinette	Lorene Paragallo
North Hampton	Jim Gryck	Patrick Weaver
Richmond Park	Wayne McAlarney	Carol Kozlowski
St. James Park	Mike Krause	David Neal
South Hampton	Hank Cigolle	Robert Jones
West Hyde Park	Ron Bicicchi	Vickie Davis
Windermere by the Sea	Bill Kolibash	William Elmore

Managing Agent: LITUS\*: Doug Millar, Elaine Campbell, Helen Comeau and Madison Love.

**1. Call to Order**

President, Sherry Love called the meeting to order at 9:00 AM in the Palladium A room in the Brighton.

**2. Opening Comments**

**3. Approval of KPMA Board of Directors Meeting Minutes**

The August 16, 2022 meeting minutes were reviewed by the Board.

**Upon a duly made motion, and second, the meeting minutes were unanimously approved without changes.**

#### 4. Committee Reports

##### A. Architectural Standards Committee

- a. Ms. Jane Fellows stated that there were no new applications to present.
- b. Ms. Fellows updated the committee on Hurricane Ian damage and gave an update on the cleanup.
- c. Christmas decorations will be put up November 16, 17, and 18<sup>th</sup>. Everyone will meet in the Laurel Court meeting room at 9AM.

##### B. Security Committee

- a. Mr. David Beatty presented the latest Security Statistics.
- b. The back gate is being left open from 7AM -5PM due to mechanical issues. A new part is on order and should arrive in early November.
- c. Mr. Beatty and Mr. Millar discussed proposed new golf cart parking areas and costs. 80 new golf cart parking spots will be built at the waterfront on land that is currently not used. The costs of the new parking spots will be offset by the cost increase of golf cart stickers for 2023.
- d. Mr. Millar discussed a new red barcode for contractors. The new barcode would only be for preferred vendors. The barcodes would be activated to only work Monday thru Saturday from 8AM-5PM.

##### C. Audit Committee

- a. Statement for the Period Ending August 31, 2022

Mr. Taylor and Ms. Elaine Campbell reported on the financial position for the periods ending August 31, 2022. They reviewed the operating balance sheets and the operating income statements, as well as the detailed Variance Reports as attached herein to the Committee.

- b. Accounts Receivable

Mr. Taylor reported that all Sub-Association dues were current.

- c. 2023 KPMA Budget

Mr. Taylor, Ms. Campbell and committee members reviewed and discussed the proposed 2023 operating budget. Increases and decreases to the 2023 budget were explained to the Board members.

**Upon a duly made motion, and second, the KPMA Board of Directors approved the proposed 2023 operating budget.**

d. 2023 KPMA Reserve Items List

Mr. Taylor presented the proposed Reserve budget for 2023.

**Upon a duly made motion, and second, the KPMA Board of Directors approved the proposed 2023 Reserve budget.**

**5. Unfinished / New Business**

- a. Mr. Millar updated the committee on the storm water flow and the pumps. The new pumps are added to the Reserve items.
- b. Mr. Millar stated that monthly payments must be received by the 15<sup>th</sup> of every month. Many do not arrive until later in the month. Mr. Millar requested that a late fee of \$25 be assessed as documented in the CCR's. Automatic payments are recommended to avoid late fees.
- c. Mr. Millar discussed the Spectrum Internet installation.
  - Escorts that are off duty firemen will be available or a POA can supply their own escort.
  - Two labels will be affixed to the internet devices. One will be the address of the caller and the other will be a contact number for Spectrum and how to find the network name and password.
  - The installation schedule is currently being discussed and will take place to start in early November.
  - POA's are able to request additional internet installation sites for example the pool or an office.
  - Mr. Millar provided a letter regarding the Spectrum installation to distribute to owners.

**6. Manager's Report**

- a. Mr. Millar stated that many of the non-conforming lights have been removed.
- b. Mr. Millar reaffirmed that no motorized/electric bikes or scooters are allowed.
- c. Volunteers are being sought for EV charging station Ad-Hoc committee. Ms. Gail Coffey suggested that the committee inquire with Santee Cooper to any rebates that are available.
- d. The 2023 meeting schedule was distributed to members.

**7. Adjournment**

**Upon a motion made, seconded and approved, the meeting was adjourned at 11:50 AM**

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Sherry Love, President

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Helen Comeau, Recording Secretary