

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

**SATURDAY, FEBRUARY 18, 2023
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	Tom Leonti	TBD
West Hyde Park	Ron Bicicchi	Vickie Davis
Windermere by the Sea	Bill Kolibash	TBD

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

President Love requested that Board members please forward to the management office applications of owners who would like to be on the Security and/or ARC Committee.

3. Approval of KPMA Board of Directors Meeting Minutes

The October 15, 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. Audit Committee

- a. Statement for the Period Ending December 31, 2022 and January 31, 2023

Mr. Taylor and Ms. Elaine Campbell reported on the financial position for the periods ending December 31, 2022, and January 31, 2023. 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.

B. Architectural Standards Committee

- a. Sub-Association Requests – Items Approved

Mrs. Jane Fellows reported on approved application requests.

- South Hampton – Ground Level Lattice Replacement
- Market Place – Awning Replacement (Hurricane Ian)

C. Security Committee

- a. Mr. David Beatty presented the latest Security Statistics.
- b. Mr. Beatty stated that the Canterbury Court III gate was hit by a vehicle and sustained serious damage. The vehicle owner has been contacted and the case is now with lawyers.
- c. Mr. Beatty stated that the number of critical doors being left open has dropped significantly.
- d. Mr. Beatty updated the committee on the status of the back gate. The part that is needed for the repair is due to arrive at any time. In the meantime, ASG Security is keeping watch via cameras at the security shack.
- e. Mr. Beatty discussed creating an identifier for the hangtags that would be used to identify that driver as a Black Drum patron.

5. Manager's Report

- a. Mr. Millar updated the committee with news of a flyer that was created to explain the life expectancy of a bar code. Bar codes, depending on wear and tear are meant to last between four to five years and then should be replaced if the owner is having difficulties with activating the gate.
- b. A new homeowner information sheet has been created for new owners with helpful information.

- c. The Spectrum installation is almost complete. The only remaining units were those owners that did not want to grant Spectrum access to their units and provide a key. These owners will now have to pay an installation fee and schedule Spectrum to come out to their units. The Security shack and some other offices will be completed within the next few weeks after the underground line installation is complete.
- d. Mr. Millar discussed that the ocean front cleanup and sand fencing is still pending approval from the OCRM.
- e. Mr. Millar stated that capital reserve projects will include repairs to the boardwalk, storm water pumps and additional piping, new golf cart parking areas and a new sidewalk between the Embassy and South Hampton.
- f. The 2023 motorcycle rallies will take place in May. Trailer parking at 3001 will be \$100. per trailer and \$25. for each bike.
- g. Mr. Millar discussed where the new golf cart parking spots will be located. Mr. Love requested a map of the golf cart parking spots to be handed out with the sale of a golf cart decal.

6. **Unfinished / New Business**

- a. Seth Smith discussed a recent conference call to discuss insurance rates and the creation of an EV Charging Stations, Ad-Hoc Committee.

7. **Adjournment**

Upon a motion made, seconded and approved, the meeting was adjourned at 10:20 AM

Sherry Love, President

Helen Comeau, Recording Secretary