

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

**SATURDAY, FEBRUARY 17, 2024  
PALLADIUM A - BRIGHTON**

**MEETING MINUTES**

**KPMA Officers:** President, Sherry Love  
Vice President, Fred Fellows  
Treasurer, John Taylor  
Secretary, Seth Smith (Absent)

**Delegates and Alternates:**

<b>Sub-Association</b>	<b>Delegate</b>	<b>Alternate</b>
Brighton Tower	Mike Kelly	Dorothy Binder
Canterbury Court	TJ Hackett	Gary Strunga
Canterbury Court III	Jane Fellows	Larry Tucker
Cumberland Terr	Seth Smith (Absent)	Jim Zumstein
Declarant/Developer	Gavin Philipp	Simon Mais
Declarant/Developer	Randy DeVaux	TBD
Gloucester Terrace	George Hanna (Absent)	Joe Misiak
Kingston Lakes	Joe Flesch	David Straub
Margate Tower	Michael Roberts	Richard Vickers
Market Place	James Robinette (Absent)	Lorene Paragallo(Absent)
North Hampton	Jim Gryck (Absent)	Patrick Weaver
Richmond Park	Wayne McAlarney	Carol Kozlowski
St James Park	Mike Krause	David Neal
South Hampton	Tom Leonti	Chuck Campagna
West Hyde Park	Ron Bicchichi (Absent)	Vicky Davis
Windermere by the Sea	Bill Kolibash	Stephen Fligel

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

**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 welcomed Board members. In addition, he welcomed Simon Mais and Gavin Philipp of EOS Hospitality (the Kingston Plantation Declarant / Developer).

President Love stated that Bob Barenburg had retired. As a result, he welcomed Randy DeVaux, who will be Bob's replacement on the Board.

President Love reminded members that KPMA Officers and Committee members would be elected by the Board at the May Board meeting. He asked for volunteers to serve on the Architectural Standards and Safety Committees. An application to apply for committee membership is in the meeting packet and, also, available on the KPMA website or in the KPMA Office. He stated that all applications should be submitted by April 1.

**3. New Delegates and Alternates**

President Love announced the following changes for Board Delegates and Alternates to represent EOS Hospitality as the Declarant / Developer:

Gavin Philipp, Delegate  
Simon Mais, Alternate

Randy DeVaux, Delegate  
Alternate, TBD

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

The October 21, 2023 meeting minutes were reviewed by the Board.

**Upon a duly made motion, and second, the draft of the meeting minutes were unanimously approved.**

**5. Committee Reports**

**A. Audit Committee**

a. Finance Report as of December 31, 2023 and January 31, 2024

Ms. Elaine Campbell reported on the financial position for the periods ending December 31, 2023 and January 31, 2024. Ms. Campbell reviewed the operating balance sheets, the operating income statements, the reserve balance sheets, and the reserve income statements, as attached herein.

## B. Architectural Standards Committee

- a. Mrs. Jane Fellows stated that two application requests have been approved.

### Sub-Association Requests – Items Approved

- North Hampton – Emergency Generator
- Richmond Park – Chimney Cap Liners, pending an engineering report and a building permit to be submitted.

## C. Security Committee

- a. Mr. David Beatty presented a summary of the latest Security Statistics.
- b. He mentioned a couple of recent incidents that had occurred.
- c. Mr. Beatty emphasized that if owners see something that doesn't look right, they should say something by calling KPMA Security. President Love stated that the phone number for KPMA Security at the front gate is 843-497-3200, and that the number should be shared with all owners.
- d. Mr. Beatty introduced Mrs. Tammy Ryan from the Lighting Ad-hoc Committee to present an update on the lighting project.

The Lighting Committee is working to implement recommendations from a Lighting Study in 2023. Santee Cooper developed a plan to update / add lighting on Plantation Lake Drive. In some cases, bores will be needed under the road to add new lights. A map showing the new lighting is available in the KPMA Office. After Plantation Lake Drive is completed in 2024, work will begin on Queensway Blvd and then move further into the plantation. Delegate Tom Leonti requested cost information on the new lighting. That information is available in the KPMA Office and will be provided at the May Board meeting.

- e. Mr. Beatty updated Board members on the plans for the 2024 bike weeks. Harley bike week runs from May 10th to May 20th and Atlantic Beach Bike Fest is May 24th to May 27th. He noted that Horry County Police and A-Services would provide additional security on the Plantation.

## 6. President's Report

- a. President Love gave an update on landscaping enhancements. Starwood Landscaping, working with the Landscaping Architect used by KPMA, is developing a plan that will be presented at the May or August Board meeting.
- b. President Love presented a Fire Watch update. Horry County Code Enforcement requires at least one Fire Watch personnel per building six stories or less.

Buildings over six stories shall be required to have one additional Fire Watch personnel for every six stories. The sub-association is responsible for providing the required Fire Watch personnel. KPMA can assist in finding personnel at the sub-associations expense. Documentation is involved when performing Fire Watch.

**7. Manager's Report**

- a. KPMA has been informed by OCRM (the state and county authority for the beach and dunes) that the permit to install a sand fence has been approved. Once a hardcopy of the permit is received, then work can begin. OCR will provide the placement pattern of the fencing.
- b. Doug Millar stated that work has begun for the replacement of the sewage line from the beach pool to the top of the hill. This was necessary after several incidents of backups into the bathrooms caused a sanitary issue.
- c. The replacement of the Laurel Court meeting room Fire System has been completed.
- d. Mr. Millar reviewed landscaping. The winter dead cut and removal of leaves is in process and mulching will begin soon. Vegetation around existing light poles is being cut back to assist Santee Cooper in the new lighting project.

**8. Executive Session**

At 10:00 AM the KPMA Board of Directors entered into Executive Session to discuss the KPMA Management Contract.

**9. Contract Proposal**

At 10:30 AM the KPMA Board of Directors reconvened the Regular Meeting of the Board of Directors. Upon a motion made by Mr. Joe Flesch, seconded by Mr. Joe Misiak and unanimously approved; it was:

**MOVED to authorize the KPMA Officers to negotiate a new management contract with LITUS\* To Let within the parameters discussed in the Executive Session.**

**10. Unfinished / New Business**

President Love noted that the Annual Members Meeting will be held May 18, 2024 at 9:00 AM with the next Board of Directors meeting to follow at 10:00 AM.

President Love reiterated the phone number for the Kingston Plantation front gate security is 843.497.3200

11. **Adjournment**

**President Love adjourned the meeting.**

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Sherry Love, President

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Helen Comeau, Recording Secretary