

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

**SATURDAY, MAY 17, 2025  
LAUREL COURT CONFERENCE ROOM**

**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	Gary Strunga	Deb Stanforth
Canterbury Court III	Jane Fellows	Larry Tucker (Absent)
Cumberland Terrace	Jim Zumstein	David Williams
Declarant/Developer	Jan McCormick	Randy DeVaux (Absent)
Declarant/Developer	Gavin Philipp (Absent)	Nicholas Farina (Absent)
Gloucester Terrace	George Hanna Jr.	Joe Misiak
Kingston Lakes	Joe Flesch	David Straub
Margate Tower	Lorrie Heiken	Gary Carney
Market Place	Michael LaVigna	James Robinette (Absent)
North Hampton	Patrick Weaver (Absent)	Don Wagner
Richmond Park	Todd Timmons	Mark Carson
St James Park	Mike Krause	Rich Conrady (Absent)
South Hampton	Tom Leonti	Gerald Baron (Absent)
West Hyde Park	Ron Bicchichi (Absent)	Robert Fenton
Windermere by the Sea	Bill Kolibash	No Alternate

Managing Agent: LITUS\*: Doug Millar, Elaine Campbell, Theresa Harrington and Zoe Fields.

**1. Call to Order**

KPMA President, Sherry Love called the meeting to order at 9:30 AM.

2. **Opening Comments**

President Love welcomed Board members.

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

A draft of the February 15, 2025 Meeting Minutes was reviewed by the Board.

**Upon a duly made Motion, and Second, Meeting Minutes were unanimously approved.**

4. **Committee Reports**

A. **Audit Committee**

Mrs. Elaine Campbell reported on the financial position for the period ending April 30, 2025. Mrs. Campbell reviewed the Operating Balance Sheet, the Operating Income Statement, the Reserve Balance Sheet, and the Reserve Income Statement, as attached herein.

Mr. Tom Leonti questioned why \$25,000 for the Landscape Presentation Proposal was a reserve expenditure vs an operating expenditure. President Love stated that the \$25,000 was included as a reserve item on the 2025 Reserve Expenditures approved by the Board in October 2024.

B. **Security Committee**

- a. Mr. David Beatty presented a summary of the latest Security Statistics and various security issues.
- b. With regard to pools on Kingston Plantation, Mr. Beatty emphasized GDI will only lock the Club and St. James Pools.
- c. Mr. Beatty covered the ongoing Amazon delivery issues. He reported that the Security Committee voted to recommend Amazon delivery hours be kept at 8:00AM – 5:00PM.

**Upon a duly made Motion, and Second, the Board voted to keep Amazon delivery hours from 8:00-5:00. A substitute Motion to expand the Amazon delivery hours was overwhelmingly defeated.**

President Love asked Board Members to discuss the issue with their boards and their owners, and come prepared to vote on Amazon delivery hours at the August Board Meeting.

- d. Mr. Beatty introduced Mrs. Tammy Ryan to update the Board on the Lighting Project.

Mrs. Ryan reported that Queensway Blvd. LED Lighting is complete. She stated that the next phase will be lighting in individual Regimes, with specific plans by Fall 2026.

### **C. Architectural Standards Committee**

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

Richmond Park – Replacing rotten wood on certain buildings, and with hardy plank where necessary. Jane Fellows noted that if the rotten wood was a small area cedar could be used.

Richmond Park – Removal of trellises from all buildings.

### **5. President's Report**

President Love gave an overview of the Landscaping Enhancements Project.

**Upon a duly made Motion, and Second, the Board Approved a Motion to "Utilize the Spectrum Money plus Interest for Landscape Enhancements".**

**Upon a duly made Motion, and Second, the Board Approved a Motion to "Approve the Proposed Landscape Enhancement Project for Entrances and Medians"**

**Upon a duly made Motion, and Second, the Board Approved a Motion to "Modify the Starwood Contract to include Landscape Enhancements".**

### **6. Manager's Report**

- a. Mr. Doug Millar reported that the 2025 Bike Rally/Week had officially begun. Extra security from GDI and Horry County is being provided.
- b. Mr. Millar stated that work on the new Reserve Study is underway. He said the study will be completed in September, and ready for the October meeting.
- c. Mr. Millar reviewed the status of 2025 Reserve Projects.
- d. Mr. Millar asked the Members' to please stop using the Back Gate to exit the property, and to inform their owners to do the same.

- e. With regard to Hurricane Season, Mr. Millar stated that Kingston Plantation is in Evacuation Zone A.

**7. Election of Officers and Committee Members**

- a. President Love reported that Fred Fellows will be retiring from his KPMA Officer position after 20+ years. President Love thanked Mr. Fellows for his years of service.
- b. President Love stated that the Executive Committee has recommended Mike Krause to replace Fred as a KPMA Officer.

**Upon a duly made Motion, and Second, the Board unanimously approved Mike Krause as a KPMA Officer.**

**9. Unfinished / New Business**

There being no further unfinished or new business.

**10. Adjournment**

**Upon a duly made Motion, and Second, the meeting was adjourned at 11:25AM**

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Sherry Love, KPMA President

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Theresa Harrington, Recording Secretary