

PDPOA BOARD OF DIRECTORS  
MEETING  
May 28, 2025  
5:30 PM | PDPOA Conference Room & Zoom

**Board Members Present:** Kurt Faires, *Chair* Alice Bettencourt  
Karen Booth Kelly Brown  
Doug Luba Brad Marra  
Barbara McFadden Bob Talbot (Zoom)  
Lee Whitehurst

**Absent:** Mary Ellen Prentis

**Ex-officio:** Bill Dix *General Manager*  
Elizabeth Simpson *Recording Secretary*

Chairman Kurt Faires called the meeting to order at 5:32 p.m.

Chairman Kurt Faires called for a motion to approve the March and April 2025 Meeting Minutes. Kelly Brown made the motion; it was seconded by Barbara McFadden.

The motion passed unanimously. (9-0-0)

Reports:

<https://pdpoa.org/wp-content/uploads/2025/05/2025-05-28-Board-Meeting-Packet-OWNERS-1.pdf>

Kurt Faires presented the Chairman's Report.

Bill Dix presented the Management Report.

Bob Talbot, Treasurer, presented the Treasurer/Finance Committee Report and presented the following Finance Committee motion:

**“The Finance Committee recommends that the Board increase the minimum balance in the Contingency Fund to 150% percent of the previous year’s total of annual residential and commercial assessments to provide additional flexible reserves to aid in recovery from major operational disruptions or damage due to any cause.”**

The motion passed unanimously. (9-0-0)

Bob Talbot presented the following Finance Committee motion:

**“The Finance Committee recommends that the Board approve the Storm Recovery Line of Credit policy as presented, establishing the hierarchy of funds to be used prior to using the Storm Recovery Line of Credit, and process for approving its use.”**

The motion passed unanimously. (9-0-0)

Bob Talbot presented the following Finance Committee motion:

**“The Finance Committee recommends that the Board approve the Community Enhancement Fund Balance Policy, establishing a target balance and process once the balance is reached.”**

The motion passed. (8-1-0)

Doug Luba voted against the motion.

Bob Talbot presented the following Finance Committee motion:

**“The Finance Committee recommends that the Board approve a policy goal for funding reserves at 70% of the estimated repair and replacement cost of assets by 2035 using both the Repair and Replacement Fund and Contingency Fund balances as the total reserves.”**

The motion passed unanimously. (9-0-0)

Bob Talbot presented the following Finance Committee motion:

**“The Finance Committee recommends that the Board approve the Excess Revenue Policy as presented, establishing a process for depositing revenue in excess of expenses for a given year in reserve accounts.”**

The motion passed unanimously. (9-0-0)

Kelly Schibler presented the Building Community Committee Report.

Kurt Faires presented the following motion from the Infrastructure and Accessibility Committee:

**“The Infrastructure and Accessibility Committee motions that the Board approve Bob Beliles as a member of the Infrastructure and Accessibility Committee.”**

The motion passed unanimously. (9-0-0)

Jerry Bowling presented the Sustainability Committee Report.

Brad Marra presented the Greenwood Communities & Resorts Report.

Unfinished Business:

St. Andrews Common Gate Arm Funds

Kurt Faires

**“I move we use the funding agreement created by Bill Dix and I recommend that the contribution of \$15,000 be approved to St. Andrews Common for a gate arm.”**

Barbara McFadden seconded the motion. The motion passed unanimously. (9-0-0)

New Business:

The Board voted to move into Executive Session to discuss a confidential item of new business at 6:22pm. Karen Booth recused herself from the Executive Session.

The meeting reconvened at 6:36pm.

Kurt Faires made the following motion:

**“In the case of hearing request case number 22627028, the hearing board voted in its May meeting to continue the hearing and not render a final decision. Per Section 9-9 of the Limited Residential Covenants, the PDPOA has the “ultimate authority for decisions and actions made pursuant Article III” regarding Covenant Restrictions, and the Hearing Board’s authority to hear appeals of ARB decisions is delegated authority of the Board granted in its charter. Therefore, to bring this matter to conclusion, I move that the Board uphold the appeal in favor of the owner in case number 22627028.”**

Barbara McFadden seconded the motion. The motion passed. (7-1-0)

Doug Luba voted against the motion. Karen Booth recused herself from the vote.

Nominations for Chair Elect

Alice Bettencourt made the following motion:

**“I move to nominate Barbara McFadden as Chair-Elect for the PDPOA Board of Directors.”**

Kelly Brown seconded the motion. The motion passed unanimously. (9-0-0)

Definition of Pet Leash Law

Alice Bettencourt made the following motion:

**“I move that as a matter of policy for the health and safety of those in Palmetto Dunes, and to align with Beaufort County, interpret the covenant language stating that an owner will not let a pet "roam unattended" means that an owner will not let a pet roam unleashed or uncontrolled by a similar restraining device. Further, that the Board direct the General Manager to develop, as soon as practicable, revised resort regulations to institute this policy.”**

Kurt Faires seconded the motion. The motion passed unanimously. (9-0-0)

#### PDPOA Insurance Renewal

Kurt Faires made the following motion:

**“I move that we accept renewal as proposed and bind coverage effective 6/1/2025, for a total not to exceed \$351,014, an increase of 11%.”**

Doug Luba seconded the motion. The motion passed unanimously. (9-0-0)

#### Board Email Response Policy

Alice Bettencourt made the following motion:

**“I move that we adopt the Board Email Response Policy as presented.”**

Kurt Faires seconded the motion. The motion passed unanimously. (9-0-0)

#### Lagoon and Lakes Water Quality Policy

Lee Whitehurst made the following motion:

**“I move that we adopt the Lagoon and Lakes Water Quality Policy as presented.”**

Kurt Faires seconded the motion. The motion passed unanimously. (9-0-0)

#### Security Department Bike Patrol Policy

Kurt Faires made the following motion:

**“I move that we adopt the Security Department Bike Patrol Policy as presented.”**

Lee Whitehurst seconded the motion. The motion passed unanimously. (9-0-0)

#### Revision of PDPOA Fining Policy

Kurt Faires made the following motion:

**“I move that we approve the amended Fining Policy as presented.”**

Doug Luba seconded the motion.

Alice Bettencourt amended the motion:

**“I move to amend the motion to separate out the alligator harassment/feeding fine to \$1,000.”**

Barbara McFadden seconded the motion. The motion passed unanimously. (9-0-0)

Resolution F-2025-01 – 401K Plan Administration

Bob Talbot made the following motion:

**“I move that we allow the current GM and Controller to be plan administrators for the Vanguard 401K plan.”**

Kurt Faires seconded the motion. The motion passed unanimously. (9-0-0)

Committee Funding Request Policy

Bob Talbot made the following motion:

**“I move to approve the committee Funding Request Policy as submitted.”**

The motion did not receive a second and was tabled.

Alice Bettencourt made a motion to adjourn. The motion was seconded by Lee Whitehurst. The motion passed unanimously. (9-0-0)

**Adjournment: 7:05 p.m.**

The meeting was followed by owner comments.