

**TRADITION AT WILLBROOK PLANTATION  
PROPERTY OWNERS ASSOCIATION, INC.**

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**REGULAR MEETING OF THE BOARD OF DIRECTORS  
February 17, 2011**

**MINUTES**

The monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday, February, 2011, at the Owner's Clubhouse.

**I. Opening of the Meeting**

Present were Board Members:  
Frank D'Amato, President  
Thomas Ellison, Vice President  
John Bartha, Secretary  
David Rubin, Treasurer

Absent was Merry Cotton, Director.

Also present were Phil McLeod and Penny Rose from Kuester Management Group and Alex Herndon. Phil McLeod served as recording secretary.

Upon an establishment of a quorum, the meeting was called to order at 1:10 p.m. by President Frank D'Amato.

**II. Approval of January 27, 2011 Minutes**

Upon a motion by Mr. Bartha and seconded by Mr. Rubin, the minutes for the January 27, 2011 meeting were approved as submitted.  
Motion passed.

**III. Kuester Financial Report**

Upon a motion by Mr. Ellison and seconded by Mr. Rubin, the January 2011 financials were approved.  
Motion passed.

**IV. Kuester Payment Procedure**

Mr. Bartha stated that some residents had inquired about receiving paper statements although they were on automatic bank draft. It was determined that a sign-up sheet should be available at the Annual meeting for these owners to determine the number that are receiving paper statements. Kuester will then work to stop this practice.

**V. Tradition Credit Card**

Mr. D'Amato stated that both he and Alex Herndon were paying out-of-pocket for items needed for Tradition. He suggested applying for a credit card that he and Mr. Herndon could both use for such purchases. The invoice would be sent directly to Kuester Corporate office and avoid the reimbursement process.

**VI. Dry Run for Annual Meeting**

A list of documents needed for the annual meeting was discussed. Mr. D'Amato suggested giving a copy of the Delinquency Summary to the ARB to use as a reference to determine if owners looking for ARB approval were delinquent.

A slide show was presented by Mr. D'Amato that will be used at the annual meeting.

**VII. Next Meeting**

The next regular BOD Meeting is scheduled for Thursday, March 24, 2011 at 3:00 p.m.

**VIII. Adjournment**

Upon a motion by Mr. Ellison, and seconded by Mr. Rubin and unanimously approved the meeting was adjourned at 1:45 p.m.

**Tradition Debit Card**

Per direction from Kuester Management Group, the Tradition at Willbrook Plantation Board of Directors conducted a vote via e-mail to approve issuing debit cards to Frank D'Amato and Alex Herndon. Upon a motion by Mr. D'Amato and seconded by Ms. Cotton, the Tradition at Willbrook Plantation POA Board of Directors approved debit cards for Frank D'Amato and Alex Herndon with a monetary limit of \$5,000.00.

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Phil McLeod  
Recording Secretary

Accepted:

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Frank D'Amato, President

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Date Approved and Signed