

TRADITION AT WILLBROOK PLANTATION

BOARD OF DIRECTORS MEETING

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MINUTES

May 27, 2021

The Tradition at Willbrook Plantation Board of Directors held a Board of Directors meeting on Thursday, May 27, 2021 at the clubhouse located at 1095 Willbrook Boulevard, Pawleys Island, South Carolina.

**I. CALL TO ORDER**

Mr. D'Amato called the meeting to order at 3:20 pm. Directors Baughman, McLaughlin, Moeller and Mandroc were present. Ms. Klein with Kuester Management Group were also present.

Mr. D'Amato determined a quorum was established.

**II. HOMEOWNER FORUM**

Other than the Board of Directors, Alex Herndon with Herndon Landscaping was present

**III. COMMITTEE REPORTS**

- a. **Social** – Garage sale was a success with good weather. It was advertised in multiple local publications and social media resulting in a good showing. This year Salvation Army was not able to do the pick-up, but Habitat for Humanity stepped in. Special thanks to Vince Franco for his help in advertising for the event.
- b. **ARB** – Drainage cleanout on Alexander Glennie.
- c. **B&G** – Alex reported: pine trees at front entrance are to be removed next week, new clocks are in at the clubhouse, old grill removed, irrigation issue being addressed (mostly due to drought), estimate for re-keying clubhouse has been received and dirt for benches will be first of next week. Mr. Herndon also reported that street signs need cleaning and repair. Also discussed the drought, dead grass and rust stained sidewalks throughout the community. The Board will inspect and discuss how to address.

**IV. APPROVAL OF MINUTES**

Mr. McLaughlin made a motion, Mr. Baughman seconded, all in favor and it was moved that:

**The minutes from the April 22, 2021 open meeting were approved.**

**V. FINANCIAL REPORT**

**a. Deposit/Checks/Reimbursements**

Ms. Moeller turned in money from garage sale to Lisa Klein with Kuester to deposit. Ms. Moeller submitted a receipt for reimbursement for \$51.49 for balloons for the garage sale. Ms. McLaughlin submitted a receipt for \$68.27 for reimbursement for the 6 month website service fee. Mr. Baughman submitted a receipt for \$92.22 for reimbursement for the Spring Into Action Covenants flyer. All receipts submitted to Lisa Klein with Kuester for reimbursement.

**b. Financials**

Mr. Baughman discussed financials and account balance. He inquired about a \$300.00 payment that was supposed to be received, Lisa Klein confirmed receipt of this money in May and will show on May's financials.

Mr. McLaughlin made a motioned, Mr. Mandroc seconded, all in favor, and is was moved that:

**The April 2021 financials are approved**

## VI. UNFINISHED BUSINESS

### a. Pool

- a. Cost to re-key pool house was received.

Mr. Baughman made a motion, Ms. Moeller seconded, all in favor, and it was moved that:

**The pool house will be re-keyed for the cost of \$397.00**

- b. Handicap lift at pool - will research companies on products and installation

Ms. Moeller made a motion, Mr. McLaughlin seconded, all in favor, it was moved that:

**A HANDICAP LIFT AT THE POOL WILL BE INSTALLED**

- c. Effective June 1<sup>st</sup>, the pool will be open to family and guests of owners.
- d. Daily sanitization will stop June 1<sup>st</sup>, housekeeping to be notified.
- b. **Trash Survey** – The trash survey will be distributed the week of June 1<sup>st</sup>.
- c. **Front Entrance Landscaping** – True Blue will begin work at front entrance June 1<sup>st</sup>.
- d. **Tennis net poles** – Expect to receive estimate for replacement week of June 1<sup>st</sup>.
- e. **Solar and Outside Lighting** – Solar guidelines will be distributed and sent via email blast.

## VII. NEW BUSINESS

- a. **Pool Grill** – New grill was purchased for the pool and is now in place for use.

VIII. The next Board of Directors meeting is scheduled on Thursday, June 24, 2021 at 3:15pm.

## IX. ADJOURNMENT

Mr. Mondrac motioned to adjourn the meeting, Mr. Baughman seconded, all in favor, motion passed.  
Meeting adjourned at 5:10 pm.