

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

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**SEVENTEENTH ANNUAL MEMBERS MEETING  
FEBRUARY 28, 2012**

**MINUTES**

Pursuant to the call, The Board of Directors for Tradition at Willbrook Plantation, POA held the Seventeenth Annual Members' Meeting on Tuesday, February 28, 2012, at the Waccamaw High School Auditorium, 2412 Kings River Road, Pawleys Island, South Carolina.

The following people, Directors of the Association, were present in the person:

Frank D'Amato – President  
Thomas Ellison – Vice President  
John Bartha – Secretary  
David Rubin - Treasurer  
Merry Cotton – Director

Mr. D'Amato served as Chairman of the meeting. Also present were Phil McLeod, Association Manager, Agent for the Association, Penny Rose, Assistant Manager, and Sue Emilo, Association Coordinator, Kuester Management Group. Ms. Rose served as Recording Secretary. Also present were Alex Herndon, Building & Grounds Manager and Vince Franco, Web Master for the Association. Mr. McLeod served as Proxy Agent.

**Welcome**

Mr. D'Amato called the meeting to order at 6:07 p.m. He welcomed all members and introduced members of the Board of Directors, as well as the staff of Kuester Management Group.

**Formal Opening of the Seventeenth Annual Members Meeting**

Mr. D'Amato opened the meeting and explained that the primary reason for the meeting was to elect Directors and to vote on the Tax Resolution.

**Roll Call and Certification of Proxies**

The President ascertained that a quorum was present in accordance with the By-Laws, Article III, Section 4. The figures were as follows:

Present in Person	16%
Present by Proxy	<u>55%</u>
Total	71%

### **Examination of Proof of Mailing**

Mr. Bartha examined the Proof of Mailing. President D'Amato instructed the Secretary to file the Proof of Mailing with the official minutes of the meeting along with a sample of the Notice that was disseminated to the members.

### **Reading of the Minutes of the Sixteenth Annual Members' Meeting**

**MOTION** Mr. Renault – 36 Cobblestone Drive, made a motion to waive the reading of the minutes.

**SECOND** Mr. MacDonald – 52 Brookridge Lane, seconded the motion.

**VOTE** Unanimous

**MOTION CARRIED**

### **Committee Reports**

I. Social Report

Merry Cotton thanked everyone who helped with the Christmas decorating. Decorative lights are being considered for the front entrance this holiday season.

The date for the community yard sale has not been determined. The cost is \$10.00 per site. Information will be posted on the website.

II. Architectural Review Board

Vince Civitarese thanked the ARB committee for their work. The ARB has one position available; Mr. Civitarese asked that anyone interested in volunteering please contact the Board of Directors or ARB Committee.

III. Covenants Committee

Jeanette Renault presented a report on the Covenants Committee and thanked the committee members. Ms. Renault stated the Covenants booklet is available on the Tradition website.

IV. Willbrook Road Maintenance

Mr. D'Amato reported that several communities pay into the Willbrook Road Maintenance fund. Tradition at Willbrook paid \$19,450 in 2011.

V. Beautification Committee

Mr. Less presented a report on the Litchfield Corridor Beautification Project and thanked residents for their support in funding the Beautification Committee. Everyone was encouraged to become a member.

VI. Litchfield By The Sea (LBTS) Update

Mr. D'Amato commented that the assessments currently paid to Litchfield by The Sea will cease in October, 2012. He encouraged everyone to attend the upcoming Litchfield annual meeting.

**Association Reports**

Financial Report 2011

President D'Amato presented a power-point presentation regarding the following: Financial Report, Reserve Funds, Year-end 2011 Budget, 2011 Audit, 2012 Budget, 2013 assessment increase of \$4.00 per month and Future Projects. The 2012 Budget was previously voted on and approved by the Board of Directors.

**Old Business**

Bike Path – The bike path has been signed-off on by 17 properties. Some bushes may be removed as a result of the path. The Association has funds secured to replace any replanting necessary.

**Election of Directors/Tax Resolution – Results**

The Chairman explained the main purpose of the meeting is election of directors for 2012. At this meeting it will be necessary to elect two (2) Directors. The term of the directors elected shall be three years. The persons now serving on the Board whose terms are expiring are:

Frank D'Amato  
Thomas Ellison

The homeowners who desire to serve on the Board, if elected are:

Frank D'Amato  
Thomas Ellison

The Chairman opened the floor to additional nominations. Hearing no nominations, the Chairman asked for a motion (and a second) that the nomination be closed. A motion was made by Mr. Davis, 187 Sandfiddler Drive, second by Ms. Philips, 244 Sandfiddler Drive and unanimously approved. The Chairman then instructed the Proxy Agent to cast a single ballot representing the entire membership present in person and by proxy, thereby electing the slate of nominees by acclamation.

By acclamation, Frank D'Amato and Thomas Ellison were elected to a three year term on the Tradition at Willbrook Plantation Board of Directors.

A brief discussion of the Tax Resolution was given by Mr. D'Amato. A motion for approval of the Tax Resolution was made by Mr. Ellison, seconded by Ms. Cotton and unanimously accepted.

### **New Business**

- I. Budget 2012 – A copy of the budget was given to each homeowner.
- II. Projects 2012 – Kitchen remodeling, Seal coating roads in Phase I, Social functions at the clubhouse and pool, purchase of new Christmas decorations and lights.
- III. Seal Coating & Rust – Mr. D'Amato presented a site plan showing the areas that will be paved first and stated the parking situation will need to be modified during this time. Information will be posted on the website.
- IV. Santee Cooper – Beginning in March 2012, Santee Cooper will start servicing the electrical boxes throughout the Tradition community. Areas around these boxes will need to be cleared. A letter and diagram will be available on the website for review.
- V. Newsletter – Mr. D'Amato reminded everyone that the newsletter has important and helpful information and encouraged everyone to read their newsletter.
- VI. Web Site – [www.tradition29585.com](http://www.tradition29585.com)
- VII. Kuester – [www.kuestercompanies.com](http://www.kuestercompanies.com)
- VIII. Frontier & Trash Collection – The Board will review information from Frontier and Rutledge to determine the most economical source for cable services and trash pick-up, respectively. Should Rutledge be selected the HOA will consider purchasing trash cans for the community.
- IX. Volunteer Recognition - Mr. D'Amato presented the following volunteers with a gift certificate for outstanding service to the Association: Celise McLaughlin, Bill Renault, Dave Philips and Mildred Culpepper.

- X. Budget 2013 - Mr. D'Amato presented a Power Point presentation on reserve funding. It will be necessary to increase the 2013 assessments by \$4.00.

### **Members Comments**

**Question:** Ms. Bunch, 349 Tradition Club Drive stated she would like information pertaining to social outings and other community news.

**Answer:** Mr. D'Amato stated that the Tradition website is the best source for obtaining information on social activities as well as the community newsletter.

**Question:** Mr. Pasculli, 1715 Tradition Club Drive – What does the Willbrook Road maintenance fee include in addition to the entrance?

**Answer:** Mr. D'Amato stated that the funds cover the maintenance of the shrubs, signage, lawn areas, flowers, as well as the lake in front of the Hampton Inn.

**Comment:** Ms. Philips, 224 Sandfiddler Drive – The Tradition ladies get together for a group social called “Winey Wednesdays.” Anyone who desires to attend should provide their email address to her.

**Comment:** Mr. Renault, 36 Cobblestone Drive – Anyone who desires advertising in the directory please contact him.

**Comment:** Mr. Ellison, 575 Tradition Club Drive – The clubhouse rental calendar is posted on the community website. The rental fee is \$25.00. Anyone who wishes to rent the clubhouse should contact Tom.

**Question:** Mr. Foderaro, 1348 Tradition Club Drive – Ask if there were any alternatives to covering the electrical boxes other than shrubbery.

**Answer:** Mr. D'Amato stated no alternatives exist at this time. He will discuss other options with the Board of Directors and the Architectural Review Board.

**Comment:** A homeowner – Stated the community should not require complete uniformity. Homeowners should be allowed some individuality.

**Comment:** Mr. Foderaro, 1348 Tradition Club Drive – Stated using different trash companies with dissimilar trash containers will cause the neighborhood to look unorganized and unkempt.

**Adjournment**

**MOTION** Ms. Shriver, 40 Patriot Lane made a motion to adjourn the meeting at 7:35 p.m.

**SECOND** Mr. MacDonald, 52 Brookridge Lane seconded the motion.

**VOTE** Unanimous

**MOTION CARRIED**

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Penny Rose  
Recording Secretary

Accepted:

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Frank D'Amato, President

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Date Approved and Signed