

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS
December 19, 2011**

MINUTES

The monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Monday, December 19, 2011, at the Owner's Clubhouse.

I. Opening of the Meeting

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

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

A quorum was established and the meeting was called to order at 3:00 p.m. by President Frank D'Amato.

II. Committee Reports

A. Social – Christmas decorating complete – Ms. Cotton stated there was a good turn out of volunteers for decorating. Mr. D'Amato ~~complimented~~ ^{complimented} the decorations but requested that lights and new decorations be purchased next year.

B. ARB – Mr. D'Amato stated that not all improvements are being approved by the ARB. The Board discussed the importance of this approval process. Mr. D'Amato will contact Mr. McLaughlin to discuss.

D. Willbrook Blvd. – A new bike path will run down Kings River Road.

E. B&G – Mr. Herndon submitted a Building and Grounds Report entered as Exhibit A 12-19-11.

III. Approval of May 26, 2011 Minutes

Upon a motion by Mr. Ellison and seconded by Ms. Cotton, the minutes for the November 17, 2011 meeting were approved.

Motion Passed

IV. Kuester Financial Report

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

V. Unfinished Business

- A. December Mailings – The 2012 statement mailings caused some confusion for some owners. Mr. McLeod suggested including a letter of explanation next year.
- B. Community Pancake Breakfast – A donation of \$500 was given to the Helping Hands charity.
- C. Newsletter – distributed and posted on line – The newsletter distribution and posting was successful.

VI. New Business

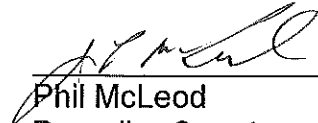
- A. January mailing – The Call of Candidates mailing will go out the last week of December. The 30 Day Notice is scheduled for the first of January.
- B. Schedule BOD meetings for 2012 – Mr. D'Amato scheduled the Board of Directors meeting for the year of 2012.
- C. Insurance contracts for 2012 signed – The insurance contracts for the upcoming year have been signed. Mr. D'Amato stated the insurance expense is under budget.
- D. Garbage pick up at Pool House renewed – The contract with Rutledge is on a auto renewal.
- E. Kitchen remodeling – Mr. D'Amato is awaiting an estimate of the expense to remodel the kitchen. This remodeling will be funded from the reserves account.

Next Meeting

The next regular BOD Meeting is scheduled for Thursday, January 26, 2012, at 3:00 p.m.

Adjournment

Upon a motion by Ms. Cotton, and seconded by Mr. Rubin unanimously approved, the meeting was adjourned at 4:05 p.m.



Phil McLeod
Recording Secretary

Accepted:



Frank D'Amato, President

Date Approved and Signed

EXHIBIT A

Tradition Building and Grounds Report

December 19, 2011

Alex Herndon

- Cable outlet in clubhouse was repaired.
- All irrigation pumps are drained.
- Pool shower and lines are drained.
- KRR fountain should be back on today.
- The light at Willbrook entrance will be back on this week.
- Insect treatment was done last week at club house. Insect and termite treatment for guard house has been added.
- Rye grass will be fertilized this week.
- Flowers and bushes at entrances have been fertilized.
- Club house will be washed before New Year's Eve party.