

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS
December 18, 2012**

MINUTES

Pursuant to call, the monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Tuesday, December 18, 2012, at the Owner's Clubhouse.

I. Opening of the Meeting

Present were Board Members:

Frank D'Amato, President

Thomas Ellison, Vice President

Merry Cotton, Director

John Bartha, Secretary

Absent was David Rubin, Treasurer

Also present were Bill Renault, Covenants Committee, Ron Brugge, homeowner, John Plesha, homeowner and Phil McLeod from Kuester Management Group. Mr. McLeod served as Recording Secretary.

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

- II. **Open Forum** – Mr. D'Amato stated that Mr. Plesha was sitting in to observe the proceedings of a Board of Directors meeting.

III. Committee Reports

- A. Social – Ms. Cotton provided a briefing on the welcome basket deliveries and the Christmas light invoicing. The annual garage sale planning will begin in the spring.
- B. Covenants Report – Mr. Renault advised that the owners at 55 Boatman Drive, 452 Tradition Club Drive, and 27 Boatman Drive had not responded to the notice of violation and fines sent by Kuester on December 5, 2012. Mr. McLeod will send these owners a letter advising them that a \$50.00 fine has been issued against their account.
- C. ARB – Mr. D'Amato advised that he had confirmed with Mr. McLaughlin that he was maintaining an ARB deposit spreadsheet.

- D. Willbrook Blvd – Mr. D’Amato discussed the planting of trees along Willbrook Blvd.
- E. Buildings and Ground - Mr. Herndon submitted a Building and Grounds Report entered as Exhibit A to 12-18-12. Mr. D’Amato asked Mr. Herndon to replace the lamp shades in the clubhouse, remove the dead plants at the back of Tradition Club Drive entrance and replace the temporary signs on the restroom doors with small permanent signs.

IV. Approval of November 29, 2012, Minutes

Upon a motion by Mr. Bartha, seconded by Mr. Ellison and unanimously accepted, the minutes for the November 29, 2012, minutes were approved as written.

Motion Passed

V. Kuester Financial Report

Upon a motion by Ms. Cotton, seconded by Mr. Bartha and unanimously accepted, the November 2012 financials were approved.

Motion passed.

VI. Unfinished Business

- A. Association Mailings – The budget mailing has been received. A second mailing of the Call for Candidates is going out on December 19, 2012.
- B. Phone Directories – The directories were delivered on December 18, 2012.
- C. Record Keeping – Mr. D’Amato discussed purchasing a scanner and asking for volunteers to assist with scanning the HOA documents onto a hard drive.

VII. New Business

- A. Tennis Courts – A homeowner complained about the mold and low spots on the tennis courts. Mr. Herndon will contact Max Davis with Net Results to determine what temporary repairs could be completed to resolve these issues until the scheduled resurfacing in 2014.
- B. BOD Meeting Schedule – The Board of Directors set the 2013 meeting schedule. The dates are 1-24, 2-12 (annual prep), 2-19 (annual), 3-28, 4-25, 5-23, 6-27, 7-25, 8-22, 9-26, 10-24, 11-21, 12-19.

C. Reclassify Willbrook Road Maintenance Nomenclature – Mr. McLeod will have the nomenclature changed to Willbrook Road District.

D. Annual Homeowners Meeting – The meeting is set for February 19, 2013 at 6:00 pm.

Next Meeting

The next regular BOD Meeting is scheduled for Thursday, January 24, 2013, at 3:00 p.m.

Adjournment

Upon a motion by Ms. Cotton, seconded by Mr. Ellison and unanimously approved by the board, the meeting was adjourned at 4:15 p.m.

Phil McLeod
Recording Secretary

Accepted:

Frank D'Amato, President

Date Approved and Signed