

**TRADITION AT WILLBOOK PLANTATION PROPERTY OWNERS ASSOCIATION,
INC._**

**OPEN MEETING OF THE BOARD OF DIRECTORS
December 20, 2017
Minutes**

The monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc. was held on Thursday, December 20, 2017 at the Owner's Clubhouse.

Present Board Members

Frank D'Amato, President
Dick Baughman, Vice President
John Bartha, Secretary
Brian Kramer, Treasurer
Debbie Moeller, Director – Was absent

- I. **Call to order** – Frank D'Amato called the meeting to order at 9:37 a.m.
- II. **Open forum for Homeowners** – No homeowners present.
- III. **Committee Reports:**
 - a. Social – Christmas sing along – John Bartha talked about how well the event for the Christmas sing along went.
 - b. Willbrook Blvd.- Frank notified the board that he signed off an easement agreement between Tradition and the County. Frank will email Mitzi Carley a copy for the records for drainage work on Willbrook Boulevard.
 - c. ARB - Nothing new to report.
 - d. B&G – Alex Herndon wasn't present during the meeting. Frank discussed all items Alex has been working on. Frank D'Amato provide a receipt from Alex's Association credit card for Pawley's Island Supplies \$45.55 for two propane gas tanks for the BBQ grills. (See Exhibit A)
- IV. **Approval of November Minutes Open Meeting** – Dick Baughman made a motion to approve the November 30' 2017 open meeting minutes and the B&G report seconded by Brian Kramer. All in favor motion passed.
- V. **Tradition Financial Report** - Brian Kramer made a motion to have the Association insurance \$18,101.00 paid out the reserve account and to be paid back each moth out of the operating account to the reserve account.
 - a. **Pool House Rental** – Frank provided Mitzi Carley with five checks totaling \$150.00 for the pool house rental account.
 - b. Reimbursements for Christmas Sing-along – Frank provided Mitzi Carley receipts for reimbursement for the Christmas Sing -along expense. Marry Campbell to be reimburse total amount \$626.87. Two Walmart receipts on Frank D'Amato Association card totaling \$69.20
 - c. License Plates – Frank D'Amato provide Mitzi Carley with a check for \$40.00 to be processed into the operating account.
 - d. Reimbursement for Celise McLaughlin for \$65.94 six-month website renewal and \$35.30 ink cartridge for newsletter total \$101.24

- d. Approve November Financial Report – Frank D’Amato made a motion to approve the November 2017 financial report seconded by Dick Baughman. All in favor motion passed.

VI. Unfinished Business

- a. Pool Leaks- In progress with finding leaks.
- b. Insurance for 2018 Paid \$18,101.00 from Reserve – This has been paid from the reserve account and will be paid back from the operating account each month.
- c. Christmas Lights – lights will be removed by January 10, 2018. If the lights are not removed by the 10th they are to be shut off.

VII. New Business

- a. Bridge Lights- The lights are 25 years old and will need to be replaced in 2018.
- b. Covenants Amendments/ARB Amendments- Tabled till the January meeting.
- c. January Mailing/Annual Home Owners Meeting – Board discussed the Annual mailer info will be sent out once we have a meeting date confirmed.
- d. 2018 Board Dates – will be updated on the Association website.
- e. Spectrum – Frank D’Amato spoke about Spectrum being at the January meeting to discuss possible options for service.

VIII. Next meeting/ Adjourned

- a. Next BOD meeting, Thursday 25 January 2018 @ 3:00 p.m.
- b. Dick Baughman made a motion to adjourn the meeting at 10:34 a.m. seconded by Brian Kramer. All in favor motion passed.

Accepted:

Frank D’Amato, President

Mitzi Carley
Recording Secretary

Date Approved and Signed