

TRADITION AT WILLBROOK PLANTATION

BOARD OF DIRECTORS MEETING

---

MINUTES

July 23, 2020

The Tradition at Willbrook Plantation Board of Directors held a Board of Directors meeting on Thursday, July 23, 2020 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 3:15 p.m. Directors Baughman, McLaughlin, Moeller, and Mandroc were present. Ms. Renda with Kuester Management Group was also present.

Mr. D'Amato determined a quorum was established.

II. HOMEOWNER FORUM

No owners present due to COVID-19.

III. COMMITTEE REPORTS

- a. Social: Ms. Moeller presented the Social Committee report and noted that the garage sale has been rescheduled for September 12<sup>th</sup>, 2020 at 8 a.m. to noon. The event may need to be cancelled; a final announcement will be made in August. The summer social has been cancelled with no current plans to reschedule. Additionally, the Christmas sing along is tentatively scheduled for December 4<sup>th</sup>, 2020 and may be subject to cancellation if the pool house is closed. Alternative accommodations for the sing along are being reviewed. Ms. Moeller advised the Board that two Committee Members are moving out of the community that regularly assist with the Christmas lights, she will likely be calling for volunteers in the next few months to replace these members.
- b. Willbrook Blvd: Mr. D'Amato received information relating to the 2021 assessments for Willbrook Blvd. He does not anticipate an increase for the 2021 budget year for this expense.
- c. ARB: Correspondence regarding tree removal was reviewed by the Board.
- d. B&G: Mr. Herndon advised that the sink hole on Confederate is scheduled to be repaired, the tennis courts have been cleaned as well as the area around the pump station. Additional work on Heston Ct. is pending. Mr. D'Amato will order new pads for the AEDs that were inspected. He further noted that there needs to be additional signage installed at the common areas advertising the address for emergencies. He has requested Mr. Herndon install three (3) 911 address plaques at the pergola, the tennis court and the front facing wall in the pool house.

IV. APPROVAL OF MINUTES

The Board reviewed the June 25, 2020 Board Meeting minutes. Upon a motion by Mr. Baughman, seconded by Ms. Moeller and unanimously approved it was:

**MOVED: TO APPROVE THE JUNE 25, 2020 BOARD MEETING MINUTES AS WRITTEN.**

#### V. TRADITION FINANCIAL REPORT

- a. Deposits – None currently.
- b. Receipts – Follow up with Ms. McLaughlin's May reimbursement for website.
- c. June Financials – Mr. Baughman presented the June 2020 financials. Account balances, variances in budgeted expenses, and accuracy of reserve expenses were reviewed. Mr. Baughman requested hard copies of the financials continue to be included with the monthly Board meeting packet. Upon a motion by Mr. Mandroc, seconded by Mr. McLaughlin and unanimously approved, it was:

**MOVED: TO APPROVE THE JUNE 2020 FINANCIALS AS PRESENTED.**

#### VI. UNFINISHED BUSINESS

- a. Sidewalk repairs, bench bases, November – Project on hold until funding for project can be discussed.
- b. Decorative curbing – Clarification needed on which month the curbing will be completed.
- c. Kings River Road Pond – Attorney has recommended a change in course. Board will work to obtain insurance from individuals using pond as well as reimbursement for water consumption.
- d. Curb cleaning – Mr. D'Amato tabled agenda item.
- e. Covenants & Updates – There is currently no information in the covenants book prohibiting noise on the holidays. This has been an accepted practice but will need to be documented in the covenant book.
- f. Fine Schedule – The Board reviewed the proposed fine schedule. There was a consensus that additional review should be completed to clarify enforcement. Mr. D'Amato requested recommendations be submitted.
- g. Virus – The Board's position remains the same in response to the virus and use of common areas. They will continue to review the situation on a regular basis and respond accordingly.
- h. Patti Shubrick Insurance – Mr. D'Amato updated that insurance has been obtained for Patti Shubrick and the expense will be shared with another community that utilizes her services.

#### VII. NEW BUSINESS

- a. Mr. D'Amato has had the pond contract reworked to include all (3) ponds on a maintenance schedule. Fish were also stocked to reduce algae.
- b. No additional correspondence has been received regarding window dispute.

Next Board meeting is scheduled for Thursday, August 27<sup>th</sup> at 3:15 PM.

#### VIII. ADJOURNMENT

Upon a motion by Ms. Moeller, seconded by Mr. McLaughlin and unanimously approved, it was:

**MOVED: TO ADJOURN THE MEETING AT 5 PM.**