

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS
June 23, 2016**

MINUTES

Pursuant to call, the monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday, June 23, 2016 at 3:00 pm at the Owner's Clubhouse.

I. Opening of the Meeting

Present were Board Members:

Frank D'Amato, President
John Bartha, Secretary
Brian Kramer, Treasurer
Merry Cotton, Director

Not Present
Dick Baughman, Vice President

Also present were, Homeowner Ron Brugge, Jeanette Renault and Bob Youatt . Also present was Kimber Ammerata of Kuester Management Group. Mrs. Ammerata served as Recording Secretary. Alex Herndon was also present from A H Herndon Landscaping

A quorum was established and President Frank D'Amato called the meeting to order at 3:01 p.m.

II. Owner's Forum:

No owners were present to speak on issues.

III. Committee Reports

A. **Social Committee** – Mr. D'Amato reported on the upcoming Tradition at Willbrook sponsored golf tournament on July 4, 2016. He stated the HOA is sponsoring the event. Typically, the sponsor receives half of the income from the 50/50 raffle, however, the HOA is donating it back in the form of prizes for the participants. He reported that there would be no expenses or income for the event.

B. **Covenants Committee** – The Covenants Committee reported a few small issues they will continue to monitor.

C. **Willbrook Blvd.** – There was nothing to report.

D. **ARB** – Mr. D’Amato turned in a landscape deposit from an owner for deposit into escrow.

E. **Buildings and Grounds**

Alex Herndon provided his Building and grounds report attached as “Exhibit A”.

IV. Approval of May 20, 2016 Board of Director Meeting Minutes

Upon a motion made by Mr. Bartha, seconded by Ms. Cotton, it was; **moved to approve the minutes from the May 20, 2016 meeting minutes with minor grammatical corrections.**

V. Kuester Financial Report

At this time, Mr. D’Amato presented the financials from May 31, 2016. Mr. Kramer made a few suggestions for modifying the financials. Approval of the Financials was tabled until Mr. Kramer could discuss the modifications with the Kuester accounting team.

Mr. D’Amato turned in checks in the amount of \$75.00 for rental of the clubhouse.

The Board briefly discussed the annual contribution to the Litchfield Beautification Foundation. Upon a motion by Mr. D’Amato, seconded by Ms. Cotton and unanimously approved, it was;

MOVED: To donate \$700 to the Litchfield Beautification Foundation to be delivered by John Bartha.

The Board reviewed the current CD’s and those about to expire. Management was asked to determine the status of the CD that was due to expire on 6/13/16 at Horry County State Bank as well as the one due to expire on 7/22/16. Management will speak with the representative at CresCom Bank to determine if there is any benefit to purchasing a CD with the two combined for \$102,250.49. Upon a motion by Mr. D’Amato, seconded by Mr. Kramer and unanimously approved, it was;

MOVED: To redeem both CD’s at Horry County State Bank and purchase one CD (combining both amounts) or two CD’s (one for each redeemed) at CresCom Bank at the rate of 1.2% per annum for twenty-five months.

VI. Unfinished Business

A. Seal Coating

Seal coating is anticipated to be completed by the end of the week.

B. Newsletter

The Board discussed a change to the frequency of the newsletter. Although a new edition will be out in the next few weeks it will be reduced to twice per year, once in the spring and once in the fall.

C. Drainage Repairs

Mr. D'Amato reported that nearly \$80,000 has been expended from the reserves for repairs and new areas of concern are continuing to be found. Repairs will continue on an as needed basis.

D. AED Training

AED training will be taught by John Melzer who has agreed to provide training at no cost. This training does not come with certifications as it has in the past when done by the Fire Department and is simply a refresher for persons trained previously.

E. Guard House Roof

Mr. D'Amato reported the replacement of the guard house roof was underway but is not yet completed.

F. Sod

Sod replacement is ongoing and is anticipated to be completed by the end of the week.

VII. New Business

A. Fire Inspection

Mr. D'Amato supplied the fire inspection report for the clubhouse and reported that the chemical extinguisher and containment box for the pool chemical room was being replaced. He also informed the Board that the other extinguisher was to be replaced during the next inspection.

B. Tennis Courts

Mr. D'Amato reported issues with the tennis courts prompting a professional inspection to determine what may need to be done. The inspection results showed the court appeared not to have issues that would need attention for a few years. It will be monitored regularly to determine any issues that may require additional inspections in the future.

C. Christmas Decorations

The Board discussed the need to obtain volunteers to inspect all of the Christmas Decorations and determine what may need to be replaced. Volunteers would also be needed to install the decorations as the season approaches.

The Board reviewed the proposal by the current lighting installer noting a \$400 increase in cost. Ms. Cotton was asked to inquire about the increase and the details of the contract. She will report back to the Board at the next meeting.

VIII. Next Meeting

The next Board meeting has been scheduled for Thursday, July 28, 2016.

IX. Adjournment

There be no further business to discuss, a motion was made by Ms. Cotton, seconded by Mr. Kramer, to adjourn the meeting at 4:13 PM. The motion carried.

Accepted:


Frank D'Amato, President



Kimber Ammerata
Recording Secretary

7/28/16
Date Approved and Signed