

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS
November 21, 2013**

MINUTES

Pursuant to call, the monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday, November 21, 2013 at the Owner's Clubhouse.

I. Opening of the Meeting

Present were Board Members:

Frank D'Amato, President

Thomas Ellison, Vice President

John Bartha, Secretary

Merry Cotton, Director

Absent was Arthur Voltaire, Treasurer

Also present were, Ron Brugge, homeowner, Bill and Jeanette Renault, homeowners, Alex Herndon, Buildings and Grounds Coordinator, 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 for Homeowners – Nothing to Report.

III. Committee Reports

A. Social – Nothing to report

B. Covenants Report

222 Tradition Club Drive will be fined additional \$100.00 for failure to remove a golf cart from their driveway.

55 Boatmen Drive – The Board of Directors will stop by to review the progress with this home's landscaping.

393 Tradition Club Drive – Management will send a warning letter to this owner.

1453 Tradition Club Drive - The Board of Directors will stop by to review the progress with this home's landscaping.

- C. ARB – Mr. D’Amato will provide an accounts receivable list to the ARB with instructions not to approve any requests for delinquent owners.
- D. Willbrook Blvd – The annual meeting is scheduled for 5 December, 2013 at the Tradition clubhouse.
- E. Buildings and Grounds – Mr. Herndon provided a written report on the buildings and grounds submitted as Exhibit A.

IV. Approval of October 24, 2013, Board of Director

Meeting Minutes

Upon a motion by Mr. Bartha, seconded by Mr. Ellison and unanimously accepted the minutes for the October 24, 2013, meeting of the Board of Directors were approved as submitted.

Motion Passed

V. Kuester Financial Report

Upon a motion by Ms. Cotton, seconded by Mr. Bartha and unanimously accepted, the financials for October 31, 2013, were approved as submitted.

Motion Passed

VI. Unfinished Business

- A. Mailings for December – The Board of Directors reviewed and approved the December mailing.
- B. Rust Removal – Mr. Herndon will conduct a final cleaning once the irrigation is secured.
- C. Pool Deck – Mr. D’Amato reviewed the proposals. Mr. Herndon will ask for a proposal from Low Country Pools.
- D. Volunteer Program – Mr. Bartha advised that the painting of signs is nearly complete except for the area along the bike path.
- E. Life Saving Classes – Mr. D’Amato will ask Mr. Melzer if he would provide a refresher course for the remaining members.

- F. Holiday Decorating – Ms. Cotton advised that the final payment needs to be submitted to Christmas Decor.

VII. New Business

- A. Trees – Upon a motion by Mr. D’Amato, seconded by Mr. Ellison and unanimously accepted, the Board of approved the tree removal for 48 Heston Court.
- B. Pool House Incident – Mr. D’Amato briefed the directors on a slip and fall incident that occurred at the clubhouse.

Next Meeting - The next regular BOD Meeting is scheduled for Thursday, December 19, 2013, at 3:00 p.m.

Adjournment

Upon a motion by Mr. Ellison, seconded by Ms. Cotton and unanimously approved, the meeting was adjourned at 4:25 p.m.

Phil McLeod
Recording Secretary

Accepted:

Frank D’Amato, President

Date Approved and Signed