

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS
September 23, 2010**

MINUTES

The monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc. was held on Thursday, September 23, 2010 at the Owner's Clubhouse.

I. Opening of the Meeting

Present were Board Members:

Frank D'Amato, President
Tom Ellison, Vice President
Dave Rubin, Treasurer
John Bartha, Director
Merry Cotton, Director

Also present was homeowner Ron Brugge, Bill Renault from the Covenants Committee and John McLaughlin from the ARB. Laura Kniffin, Association Manager representing Kuester Management Group was also present. Laura Kniffin served as recording secretary.

Upon an establishment of a quorum, the meeting was called to order at 3:05 p.m. by President Frank D'Amato.

II. Open forum for Homeowners – None at this time.

III. Committee Reports

a. Social Committee – Merry Cotton and Dave Rubin

- a. Par 3 is tentatively set for December 12 with a shot gun start at 2:00pm. Cost to be determined upon confirmation of cost of food and prizes.
- b. Announcements will go out via web blast and the newsletter. Flyers will not be distributed by hand this year.

b. Covenants Committee – Bill Renault

Mr. Renault reported to the members present that Mr. Ron Farley after years of service is resigning from the Covenants Committee, a letter of appreciation and thanks for service will be sent.

Mr. Renault also reported the immediate need for at least two (2) more volunteers to this committee. Each member is assigned an area of the association to monitor twice a month.

Still have serious problems with rust on many individual homes.

c. ARB – John McLaughlin

Deposit checks were turned in for the following:

1. 362 Historic Lane - \$250 impact deposit and a \$500 landscape deposit.
2. 48 Heston Ct - \$50 ARB review fee and a \$500 landscape deposit.

Laura Kniffin has been instructed to send a fine letter to go out to homeowner for non compliance concerning the screening of an above ground propane tank. This is the third notice.

a. Willbrook Blvd. – No Report

b. B&G – Exhibit A

Petty Cash account will be closed as of the September financials as no longer needed. Alex Herndon will be reimbursed for expenses incurred periodically.

VI. Approval of August 26, 2010 Minutes

Upon a motion by John Bartha and seconded by Dave Rubin, the minutes for the August 26, 2010 meeting were approved as written.
Motion passed.

V. KMG Financial Report – Laura Kniffin

Upon a motion by Tom Ellison and seconded by Merry Cotton, the August 2010 financials were approved.
Motion passed.

VI. Unfinished Business

- a. School traffic – Work in progress, Mr. D'Amato to meet with the police in person.
- b. Clubhouse upgrades for 2010 – Complete
- c. Fire Hydrant Painting – Ongoing.
- d. Rear Entrance – Complete
- e. Reserve Fund 2011 – Initial review for 2011 budget workshop.
- f. Highway 17 Beautification - \$500.00 was contributed in 2010.
- g. Health Seminar – Attended by Frank D'Amato on Tuesday, September 21 and was very informative. Encourages more homeowners and Board members to attend future functions.

VII. New Business

- a. 2011 Budget Workshop – Set for October 2010 meeting.
- b. Board to review and inspect tree removal requests received from 448 Tradition Club Drive and 507 Tradition Club Drive.
- c. The board approved the tree removal at 448 TCD.
- d. Merry Cotton – term is ending. There will be one seat available for election. Mrs. Cotton will let Board know if she will be running for an additional term.

VIII. Next Meeting

- a. Next regular BOD Meeting is scheduled for Thursday, October 28, 2010 at 3:00 p.m. at the Clubhouse at Tradition of Willbrook Plantation in Litchfield, South Carolina.

IX. Adjournment

Upon a motion by Merry Cotton and seconded John Bartha the meeting was adjourned at 4:15 p.m.

Laura Kniffin, CMCA, AMS, PCAM
Recording Secretary

Accepted:

Frank D'Amato, President

Date Approved and Signed

EXHIBIT A

Tradillon Club
Monthly Board Meeting
September 22, 2010

Alex Herndon
Building and Grounds Manager

1. Planted and mulched back entrance.
2. Changed flag at Willbrook
3. Spraying weeds in grass around club house and common areas.
4. Plan to put out winter rye early October.
5. Fall flowers planned for late October.
6. Continuing to remove rust stains from curbs. With the new plan, should be under better control next year.
7. New furniture moved into club house.
8. Repaired sprinklers at club house, recommend adding another zone.