

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS
September 25, 2014**

MINUTES

Pursuant to call, the monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday September 25, 2014 at 3:00 pm at the Owner's Clubhouse.

I. Opening of the Meeting

Present were Board Members:

Frank D'Amato, President

Thomas Ellison, Vice President

Merry Cotton, Director

Arthur Voltaire, Treasurer and John Bartha, Secretary were absent

Also present were Jeanette and Bill Renault, Covenants Committee, Ron Brugge, homeowner, Mrs. Lisa Gagne homeowner, Alex Herndon, Landscape and Maintenance contractor 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** – Mrs. Gagne was present to request that the Association maintain a section of shrubs that abuts her property. After discussion with the Board of Directors, Mr. Herndon advised that this was maintenance that he could perform under his existing contract.

III. Committee Reports

A. Social – Ms. Cotton provided a report on the volunteer appreciation gathering, as well as the holiday decorations.

B. Covenants Report

23 Monarch Court – Mr. McLeod will send a letter to the owner to address the gutter rust, weeds and mailbox.

301 Historic Lane – Mr. McLeod will send a letter to the owner to address the mailbox.

74 Deacon Drive – Mr. McLeod will send a letter to the owner to address the lawn.

- C. Willbrook Blvd – Mr. D’Amato briefed the directors on an accident on Willbrook Road.
- D. ARB Deposit – Nothing to Report.
- E. Buildings and Grounds – Mr. Herndon provided a written report on the buildings and grounds submitted as Exhibit A.

IV. Approval of August 25, 2014, Board of Director Meeting Minutes

Upon a motion by Mr. Ellison, seconded by Ms. Cotton and unanimously accepted, the minutes for the August 25, 2014, meeting of the Board of Directors were approved as submitted.

Motion Passed

V. Kuester Financial Report

Upon a motion by Mr. Ellison, seconded by Ms. Cotton., and unanimously accepted, the financials for August 31, 2014, were approved as submitted.

Motion Passed

VI. Unfinished Business

- A. Volunteer Program – Ms. Cotton briefed that the volunteer program was a resounding success.
- B. Updated Shutoffs, Panels, and Contractors – Nothing to report.
- C. Planning for Shrub Replacement – Mr. D’Amato directed Mr. Herndon to replace the shrubs removed at the back entrance due to construction of the bicycle path.
- D. Holiday Lights – Ms. Cotton briefed the directors on this planned project.
- E. Budget Discussions – The budget will be finalized at the next Board of Director’s meeting.
- F. Pool House Roofing – Mr. D’Amato discussed the option of installing a metal roof versus a shingled roof.

VII. New Business

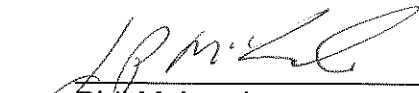
- A. Pool Pergola – Mr. D’Amato received two proposals, one for \$5,375.00 and one for \$3,930.00

Next Meeting

- A. The next meeting will be October 23, 2014 at 3:00 pm.

Adjournment

Upon a motion by Mr. Ellison, seconded by Mrs. Cotton and unanimously approved, the meeting was adjourned at 4:45 p.m.



Phil McLeod
Recording Secretary

Accepted:



Frank D’Amato, President

10-23-14
Date Approved and Signed

EXHIBIT A TO 9-25-14 MEETING MINUTES

Tradition Club

Building and Grounds Report

Alex Herndon

September 24, 2014

- Clubhouse was treated for insects.
- Clubhouse and pool deck are scheduled to be cleaned on 9/26/14.
- Five pool chairs have been repaired and five more taken in for repairs.
- Trimmed trees on Deacon, Monarch and at back entrance.
- Trees and bushes at front entrance have been pruned.