

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

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**REGULAR MEETING OF THE BOARD OF DIRECTORS  
APRIL 28, 2016**

**MINUTES**

Pursuant to call, the monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday, April 28, 2016 at 3:00 pm at the Owner's Clubhouse.

**I. Opening of the Meeting**

Present were Board Members:

Frank D'Amato, President  
Dick Baughman, Vice President  
John Bartha, Secretary  
Brian Kramer, Treasurer

Not Present  
Merry Cotton, Director

Also present were, Homeowners John McLaughlin (ARB) Ron Brugge, Bill Renault and Al Foderaro. 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 3:02 p.m.

**II. Owner's Forum:**

- A. Mr. Foderaro shared pictures of landscape debris with the Board and requested that the removal be done as quickly as possible as it was unsightly. Mr. D'Amato asked for patience as landscaping was behind schedule at the time.

**III. Committee Reports**

- A. Social Committee** – The Community yard sale is set for Saturday, May 7, 2016. Mr. D'Amato stated he had sent out a bulletin to make owners aware and that there were currently 26 participants.

Mr. D'Amato also reported on a snake seminar held on Wednesday, April 20, 2016 presented by Barney Slice.

- B. Covenants Committee** – Mrs. Renault presented minor issues discussed by the Covenants Committee. He also brought up the concern of mildew on the sidewalks and inquired if cleaning had been

arranged for the common areas. Mr. D'Amato and Mr. Herndon will look at the areas and determine when the cleaning can be done.

The Board also discussed a gazebo in the community that has been in place for nearly 20 years and is unsightly. The Community may have it removed next year.

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

**D. ARB** – Mr. D'Amato reported that the ARB had sent a 30 day compliance letter to an owner who had failed to submit an ARB application for landscaping work done on his property.

**E. Buildings and Grounds**

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

**IV. Approval of March 24, 2016 Board of Director Meeting Minutes**

Upon a motion made by Mr. Kramer, seconded by Mr. Bartha, it was; **moved to approve the minutes from the March 24. 2016 meeting minutes as written.**

**V. Kuester Financial Report**

At this time, Mr. D'Amato presented the financials from March 31, 2016. With a motion made by Mr. Baughman, seconded by Mr. Kramer, it was;

**MOVED: To approve the March 2016 financials as presented.**

The Board reviewed the current CD's in place and maturity dates. A CD at TD bank was set to mature on May 5, 2106. Mr. D'Amato presented an option to place a CD at CresCom bank at 1.2% and recommended the Board purchase a CD before the maturity date and deposit the current CD in the Reserve cash account when it has matured. Upon a motion by Mr. D'Amato, seconded by Mr. Bartha, and unanimously approved, it was:

**MOVED: To transfer \$85,000 from Reserve Cash account to the operating for the purchase of a CD at CresCom bank at 1.2% for 25 months.**

Mr. D'Amato also noted another CD at Horry County State Bank will mature on June 13, 2016 and suggested the Board consider using CresCom Bank again once the CD matures.

The Board also approved payment of the 1and1.com invoice from 11/20/2015 be paid back to Petty Cash as the receipt was not supplied at the time.

**VI. Unfinished Business**

**A. Pool House Complex**

All work at the Pool House Complex is completed.

**B. Pool Repairs**

Pool repairs are completed, however, one of the pump motors was reported to need replacement earlier in the day.

**C. Drainage Repairs**

Drainage repairs are currently completed at a cost of \$62,000. It was still necessary to replace sod in two areas that were repaired.

**D. AED Training**

AED training will be scheduled soon.

**E. Seal Coating**

Seal coating is scheduled for Phase IV during the week of May 16, 2016. Additional road repair will be reviewed previous to the date to determine if patching can be done at the same time as the Seal Coating.

**F. Spring Flowers**

Some spring flowers have been planted and the remaining summer plants are scheduled to be in place in the next few weeks as well as some sod replacement where necessary.

**VII. New Business****A. Kuester Meeting**

Mr. D'Amato reported on a meeting of the local Board Presidents and Corporate Officers of Kuester. He informed the Board that the Board Presidents intended to get together a few times per year to discuss issues and assist each other if possible.

**B. LBTS Meeting**

Mr. D'Amato informed the Board that the Annual Meeting of Litchfield By The Sea was scheduled for May 14, 2016 at 10:00 AM. He expressed disappointment that no one had reached out to any of the Communities on the West side of Highway 17 for nominations.

**C. Emergency Numbers**

Mr. D'Amato presented a list of emergency numbers to be placed at the clubhouse and the Association's website for owners. He asked each Board Member to make sure contact information was correct before posting the list.

**D. Georgetown Water & Sewer**

Mr. D'Amato reported that Georgetown Water and sewer had required that a back flow preventer be installed at the Pool House Complex. DS Plumbing had done the work for the Association and is now compliant with the requirements.

**VIII. Next Meeting**

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

**IX. Adjournment**

There be no further business to discuss, a motion was made by Mr. Baughman, seconded by Mr. Kramer, to adjourn the meeting at 4:18 PM. The motion carried.

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Kimber Ammerata  
Recording Secretary

Accepted:

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Frank D'Amato, President

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Date Approved and Signed