

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

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**REGULAR MEETING OF THE BOARD OF DIRECTORS  
December 19, 2013**

**MINUTES**

Pursuant to call, the monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday, December 19, 2013 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

Absent were Arthur Voltaire, Treasurer

John Bartha, Secretary

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 – The owner has moved the golf cart.

55 Boatmen Drive – Mr. McLeod will send a letter to the owner and advise the fine will stand until the owner requests a hearing before the Board of Directors at the next meeting.

- C. ARB Deposit – Mr. D’Amato presented a check for ARB deposit from the owner of 182 Historic Lane.
- D. Willbrook Blvd – Nothing to report.
- E. Buildings and Grounds – Mr. Herndon provided a written report on the buildings and grounds submitted as Exhibit A. Mr. Herndon will have Wylie’s Irrigation work with the Mr. Brugge to locate the clubhouse water supply and install a cut-off valve.

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

**Meeting Minutes**

Upon a motion by Ms. Cotton, seconded by Mr. Ellison and unanimously accepted the minutes for the November 21, 2013, 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 November 30, 2013, were approved as submitted.

Upon a motion by Mr. D’Amato, seconded by Mr. Ellison and unanimously accepted, the Board of Directors approved a transfer of cash from the operating and the money market to bring the reserve account up to a total of \$600,000.00.

Motion Passed

**VI. Unfinished Business**

- A. Review Year End Invoices – The Board of Directors reviewed the year end invoices.
- B. Rust Removal – Mr. Herndon will conduct a final cleaning once the irrigation is secured.
- C. Pool Deck – The Board of Directors is awaiting one more proposal.
- D. Life Saving Classes – Mr. D’Amato will ask Mr. Melzer if he would provide a refresher course at the beginning of the year.

**VII. New Business**

A. Meeting Schedule for 2014 – Tabled until the next meeting of the Board of Directors.

**Next Meeting** - The next regular BOD Meeting is scheduled for Thursday, January 23, 2014, at 3:00 p.m.

**Adjournment**

Upon a motion by Mr. Ellison, seconded by Ms. Cotton and unanimously approved, the meeting was adjourned at 4:20 p.m.

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Phil McLeod  
Recording Secretary

Accepted:

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Frank D'Amato, President

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Date Approved and Signed