

TRADITION AT WILLBROOK PLANTATION  
BOARD OF DIRECTORS MEETING

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MINUTES

September 24, 2020

The Tradition at Willbrook Plantation Board of Directors held a Board of Directors meeting on Thursday, September 24, 2020 at the clubhouse located at 1095 Willbrook Boulevard, Pawleys Island, South Carolina.

I. CALL TO ORDER

Mr. D'Amato called the meeting to order at 10:30 a.m. Directors Baughman, McLaughlin, Moeller, and Mandroc were present. Ms. Renda with Kuester Management Group was also present.

Mr. D'Amato determined a quorum was established.

II. HOMEOWNER FORUM

Mr. D'Amato informed those present that he received an email from an owner concerning furniture not being secured when storms are pending. He will address the concerns with the homeowner in question.

III. COMMITTEE REPORTS

- a. Social: Ms. Moeller presented the Social Committee report and noted the garage sale has been postponed to Spring 2021.
- b. Golf Cart Parade: Ms. Moeller updated that she is currently coordinating with the sponsors of the parade to determine a way ahead.
- c. Willbrook Blvd: The 2021 annual assessment is being increased \$.50 per door, per month.
- d. ARB: Mr. McLaughlin reviewed submissions and denials. Specifically, the ARB was in receipt of multiple requests that were denied due to non-harmonious design including inground decking and unapproved door colors. The Board determined that variances would not be granted for either requests. Mr. McLaughlin submitted ARB deposits totaling \$1,525.00.
- e. B&G: Mr. Herndon was unable to attend the meeting. Mr. D'Amato reviewed the Building and Grounds report attached as "Exhibit A." Mr. D'Amato stated that another sinkhole has appeared, and Coastal Asphalt will be out in next week to inspect and repair. There is a total of (3) three areas of concern as it relates to sinkholes currently.

IV. APPROVAL OF MINUTES

The Board reviewed the August 27<sup>th</sup>, 2020 open Meeting Minutes. **Mr. Baughman motioned to approve the August 27<sup>th</sup>, 2020 Meeting Minutes; Mr. McLaughlin seconded. All in favor, motion passed**

V. TRADITION FINANCIAL REPORT

- a. Budget Meeting: The budget meeting is scheduled for September 29<sup>th</sup>, 2020 at 9 a.m. at the Tradition at Willbrook Clubhouse. Ms. Moeller provided the 2021 budget for the Social Committee.
- b. Deposits/Receipts: Mr. D'Amato submitted a receipt for reimbursement in amount of \$4.10 for postage and a \$40 check for owner license plate purchases to be deposited.
- c. September CD's: Mr. D'Amato advised two (2) CDs have matured and reinvestment options are being investigated, currently best rates available are .01%.

- d. August Financials: Mr. Baughman presented the August Financial Overview and Comments. Account balances, variances in budgeted expenses, and accuracy of reserve expenses were reviewed. The full report attached as "Exhibit B." **Ms. Moeller motioned to approve the July financials as stated; Mr. Mandroc seconded. All in favor, motion passed.** Mr. D'Amato recommended moving funds into CDs and noted that unexpected expenses related to pipe and beaver repairs has caused some variances in budgeted expenses this year. The water meters continue to be monitored by Mr. Herndon due to increased usage. **Ms. Moeller motioned to approve Mr. Herndon's \$750 on-site maintenance expense; Mr. Mandroc seconded. All in favor, motioned passed.**

#### VI. UNFINISHED BUSINESS

- a. Sidewalk repairs, bench bases, November: Project on hold.
- b. Decorative curbing: Mr. Herndon to provide update after contacting Curbscapes. To be expensed from the reserve account.
- c. Kings River Road Pond - Attorney: Mr. D'Amato and Mr. McLaughlin are continuing to monitor the wetlands and drainage issues.
- d. Curb Cleaning: Mr. Baughman noted that the Board is responsible for common areas and that they should be prioritized prior to owner curbs. **Mr. Mandroc motioned to address rust on common areas prior to owner curbs, Mr. McLaughlin seconded. All in favor, motion passed.**
- e. Covenants & Updates: Ms. Moeller stated the updates are still under review, target date for completion is December 2020.
- f. Political Signs: The Board noted that political signs may become an issue with the upcoming election and discussed addressing it now via email with the owners. It was determined that the Board would take a wait and see approach on this issue.
- g. Fine Schedule: Ms. Renda stated that the adopted fine schedule has been filed with the county. The Board requested the stamped copy be provided to them.
- h. Virus – Temporary Tent Removal: The Board will discuss further standards for these requests.
- i. Newsletter: Mr. D'Amato received an inquiry to advertise online. The Board discussed pricing options for vendors as the physical newsletter will no longer be utilized due to decreased advertising income. **Mr. D'Amato motioned to charge \$25 for a half page, and \$50 for a full page online, Ms. Moeller seconded. All in favor, motion passed.**

#### VII. NEW BUSINESS

- a. Annual Meeting – Mr. D'Amato requested input on safety measures for the Annual Meeting scheduled in February. Ms. Renda recommended a Zoom meeting to limit gatherings due to COVID-19. The Board will plan to hold the Annual Meeting via Zoom.
- b. Landscaping – Ms. Moeller stated that she received a concern relating to the appearance of the rose bushes. Mr. D'Amato will ask that Mr. Herndon provide costs for winter plantings and Mr. D'Amato will contact True Blue for additional options as the rose bushes have not thrived in their current environment.

The next Board Meeting is scheduled for Thursday, October 22<sup>nd</sup>, 2020 at 3:15 p.m.

#### VIII. ADJOURNMENT

**Ms. Moeller motioned to adjourn the meeting; Mr. Baughman seconded. All in favor, motion passed. Meeting adjourned at 12:22 PM.**