

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

**TWENTY FIRST/ ANNUAL MEMBERS MEETING
FEBRUARY 26, 2016**

MINUTES

Pursuant to the call, The Board of Directors for Tradition at Willbrook Plantation, POA held the Twenty First Annual Members' Meeting on Thursday, February 26, 2016, at Waccamaw High School located at, 2412 Kings River Rd, Pawley's Island, SC 29585.

The following people, Directors of the Association, were present in the person:

Frank D'Amato – President
John Bartha – Secretary
Dick Baughman - Treasurer
Merry Cotton – Director

Arthur Voltaire – Vice President was absent

Mr. D'Amato served as Chairman of the meeting. Also present were Alex Herndon, Building & Grounds Manager, Vince Franco, Web Master for the Association, Kimber Ammerata, Association Manager and Amber Bonchack of Kuester Management. Ms. Bonchack served as Recording Secretary. Mr. Baughman served as Proxy Agent.

Welcome

Mr. D'Amato called the meeting to order at 4:30 p.m. He welcomed all members and introduced members of the Board of Directors, as well as the staff of Kuester Management Group.

Formal Opening of the Twentieth Annual Members Meeting

Mr. D'Amato opened the meeting and explained that the primary reason for the meeting was to elect Directors and to vote on the Tax Resolution.

Roll Call and Certification of Proxies

Mr. Baughman announced that a quorum was present in accordance with the By-Laws, Article III, and Section 4. The figures were as follows:

Present in Person 14%

Present by Proxy 62%

Examination of Proof of Mailing

Mr. Baughman verified the Proof of Mailing. Mr. D'Amato instructed the Secretary to file the Proof of Mailing with the official minutes of the meeting along with a sample of the Notice that was disseminated to the members.

Election of Directors/Tax Resolution – Results

A. Mr. Baughman explained the main purpose of the meeting is the election of directors for 2016. At this meeting that it is necessary to elect two (2) Directors. The term of the directors elected shall be three years. The persons now serving on the Board whose terms are expiring are:

John Bartha

Arthur Voltaire

B. The homeowners who desire to serve on the Board, if elected are:

John Bartha

Brian Kramer

Mr. Baughman opened the floor to additional nominations. Hearing no nominations, Mr. Baughman asked for a motion (and a second) that the nomination be closed. A motion was made by Mr. McElroy, second by Mrs. Phillips and unanimously approved.

Mr. Baughman as acting proxy agent then cast a single ballot representing the entire membership present in person and by proxy, thereby electing the slate of nominees by acclamation.

By acclamation, John Bartha and Brian Kramer were elected to a three-year term on the Tradition at Willbrook Plantation Board of Directors.

Tax Resolution

Mr. Baughman gave a brief discussion of the Tax Resolution. A motion for approval of the Tax Resolution was made by Mr. McLaughlin, seconded by Mr. Renault and unanimously accepted.

Reading of the Minutes of the Nineteenth Annual Members' Meeting

MOTION Mr. Guzlas – made a motion to waive the reading of the minutes and accept them as written.

SECOND Mr. McLaughlin – seconded the motion.

VOTE Motion was unanimously passed.

MOTION CARRIED

Committee Reports

- I. Social Report
Merry Cotton provided a presentation on the social activities and described the garage sale process. Mrs. Cotton briefly discussed the Christmas sing a long. Mrs. Cotton thanked the volunteers who helped with the garage sale and other community activities.
- II. Architectural Review Board
Mr. Civitarese provided a briefing on the ARB activities, which accounted for 104 permits.
- III. Covenants Committee
Jeanette Renault advised that if any owners had questions regarding covenants violations they could call anyone on the committee for answers.
- IV. Litchfield Corridor Beautification Committee
Kathy MacSorley presented a report on the Litchfield Corridor Beautification. Mrs. MacSorley described several of the maintenance efforts that are underway or soon to be started and mentioned that they were looking for sponsors for the flag project.
- V. Willbrook Road District
Mr. D'Amato reported on the Willbrook Road Association and described some of the items that the Association covers. The association received a \$30,000 grant from the county to make Bike Path repairs. The Tradition dues to the WRD amounts to \$20,400 per year.

Association Reports

Budget and Capital Improvements 2015 – Mr. D'Amato listed the capital improvement projects accomplished in 2015.

Audit 2015 – Mr. D’Amato reviewed the operating revenues and expenses for 2015. He mentioned that the reserve balance ending 2015 was \$678,831. He noted that if any owner wanted a copy of the audit that he would provide them with a copy.

Budget and Capital Improvements 2016 – Mr. D’Amato provided an update on the 2016 Budget and announced there was a \$2 assessment increase per month for 2016. This increase was due to the daily operation costs for contractors and utilities.

Communications – Mr. D’Amato thanked Mr. Renault for all of his hard work and noted that the Association had a profit of \$1,284 for the newsletters advertising.

Unfinished Business

There was no unfinished business brought before the members.

New Business

Storm Drain - Mr. D’Amato mentioned that the storm drains were the biggest issue in the community and would be the largest hidden cost to the Association.

Landscaping – Mr. D’Amato noted that there would be more time spent on landscaping in 2016.

Light at Sandy Island – It was noted that a light at Sandy Island road and highway 17 was rejected by the State DOJ.

Golf Course Sale – Mr. D’Amato announced that a company from China had purchased the golf course.

Roundabout – The roundabout issue has been tabled at this time.

Seal Coating – Monarch Court, Lamplighter, Sandfiddler, Brookridge and the Pool parking lot will be sealed in 2016.

Members Comments

Comment: Mr. Stewart mentioned that there was not enough traffic on Sandy Island because there wasn’t a light there.

Answer: Mr. D’Amato stated that the state wants to see more traffic before they place a light in the area.

Comment: An owner asked about the construction at Litchfield by the Sea.

Answer: Mr. McElroy, president of LBTS, responded that 3 new tennis courts were being built and new parking was being provided.

Adjournment

MOTION Mrs. Shriver made a motion to adjourn at 5:40pm.

SECOND Mr. McElroy seconded the motion.

VOTE Unanimous

MOTION CARRIED

Amber Bonchack
Recording Secretary

Accepted:

Frank D'Amato, President

Date Approved and Signed

I. PROOF OF MAILING

- A. Call upon the Secretary to examine the Proof of Mailing of the Notice of the Annual Members' Meeting of the Tradition at Willbrook Property Owners' Association, Inc.
- B. Instruct the Secretary to file the Proof of Mailing with the official minutes of the meeting along with a sample of the Notice that was directed to the membership.
- C. Request that members of the Association identify themselves by name and unit number prior to making a motion or commenting on the business of the meeting.

II. ELECTION OF DIRECTORS

- A. State at this meeting that it will be necessary to elect one (2) Directors. The term of the directors elected shall be three years. The persons now serving on the Board whose terms are expiring are:

Merry Cotton

- B. The homeowners who desire to serve on the Board, if elected are:

Debbie Moeller

- C. Open the meeting to nominations from the floor.
- D. Entertain a motion (and a second) that the nomination be closed. Call for a vote.
- E. **If there are no additional nominations from the floor, Chairman should instruct the Proxy Agent to cast a single ballot representing the entire membership present in person and by proxy, thereby electing the slate of nominees as presented in the Notice of the Annual Members' Meeting by acclamation.**
- F. If there are additional nominations from the floor, ask a volunteer to serve as the Inspector of the Election (to oversee the counting of the ballots by the Assistant).