

# Tradition at Willbrook Plantation

## Twenty Third Annual Organization Meeting Minutes

Tuesday, February 27, 2018

Pursuant to the call, the Board of Directors for the Tradition at Willbrook Plantation POA, Inc. held the Twenty Third Annual Organizational Meeting on Tuesday, February 27, 2018 at 6:00 p.m. at the Waccamaw High School, Pawleys Island, SC.

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

Frank D'Amato

Dick Baughman

John Bartha

Brian Kramer

Debbie Moeller

President D'Amato served as Chairman of the meeting. Also present was Mitzi Carley, Association Manager, Kuester Management Group, Managing Agent for the Association.

Election of Officers:

Dick Baughman made a motion that all Board positions stay the same seconded by John Bartha. All in favor motion passed.

the officers of the Tradition at Willbrook Plantation POA are as follows:

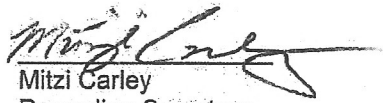
President: Frank D'Amato

Vice President: Dick Baughman

Secretary: John Bartha

Treasurer: Brian Kramer

Director at Large: Debbie Moeller

  
Mitzi Carley  
Recording Secretary

Accepted:



Frank D'Amato, President

2-27-18

Date Approved and Signed

**TRADITION POA**  
**TWENTY THIRD ANNUAL MEMBER'S MEETING**  
**February 27, 2018**

**1. Formal Opening of the 23rd - Annual Members' Meeting**

**2. Introductions:**

Frank D'Amato

**3. Annual Business:**

John Bartha – verify mailing

Ask for floor nominations

Election of Directors /Tax Resolution– Results

Reading of 2017 minutes

**4. Committee Reports:**

a. Social Report – Debbie Moeller

b. Architectural Review Board – Vince Civitarese

c. Covenants Committee – Jeanette Renault

d. Litchfield Corridor Beautification Committee – Kathy MacSorley

e. Willbrook Road Maintenance – Frank D'Amato

**5. Budget and Capital Improvements 2017**

**6. Audits for 2017**

**7. Budget and Capital Improvements 2018**

**8. Communications**

**11. New Topics**

**12. Questions & Comments**

**13. Adjournment**

(annual mtg. 2018)

**TRADITION ATWILLBROOK PLANTATION  
PROPERTY OWNERS ASSOCIATION, INC.**

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**TWENTY THIRD/ ANNUAL MEMBERS MEETING  
FEBRUARY 27, 2018**

**MINUTES**

Pursuant to the call, The Board of Directors for Tradition at Willbrook Plantation, POA held the Twenty First Annual Members' Meeting on Tuesday, February 27, 2018, at Waccamaw High School located at 2412 Kings River Rd, Pawley's Island, SC 29585.

The following Board of Directors of the Association were present:

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

Frank D' Amato served as the Chairman of the Annual meeting. Also present were Alex Herndon, Building & Grounds Manager; Vince Franco, Web Master for the Association; Mitzi Carley, Association Manager; and, Mia Polk, Community Manager, who signed in all homeowners to the Annual meeting. John Bartha served as Proxy Agent.

**Welcome**

Mr. Frank D'Amato called the meeting to order at 4:40 p.m. He welcomed all members and introduced the Board of Directors and Alex Herndon, Building & Grounds Manager.

**Formal Opening of the Twenty Third Annual Members Meeting**

Mr. Frank D'Amato opened the meeting and explained that the primary reason for the Annual Meeting was to elect two (2) Directors and vote on the Tax Resolution.

**Roll Call and Certification of Proxies**

Mr. John Bartha announced that a quorum was present in accordance with the Bylaws, Article III, and Section 4. The figures were as follows:

Present in Person 25%  
Present by Proxy 49%

**Examination of Proof of Mailing**

Mr. John Bartha verified the Proof of Mailing. Mr. Frank 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. John Bartha explained the main purpose of the meeting is the election of two (2) Directors for 2018. The term of the directors elected shall be three (3) years. The persons now serving on the Board whose terms are expiring are as followed:

Frank D' Amato  
Dick Baughman

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

Frank D' Amato  
Dick Baughman

Mr. John Bartha opened the floor to additional nominations. Hearing no nomination, Mr. John Bartha asked for a motion. Mr. Jim Davis made a motion to close the nominations, Mrs. Monique Philips seconded the motion, and it unanimously approved.

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

By acclamation, Frank D' Amato and Dick Baughman were elected to a three (3) year term on the Tradition at Willbrook Plantation Board of Directors.

## **Tax Resolution**

Mr. John Bartha gave a brief discussion on the Tax Resolution. A motion for approval of the Tax Resolution was made by Mr. Bill Macro, seconded by Bonnie Lasinski, and motion was unanimously accepted.

## **Reading of the Twenty Second Annual Meeting Members Meeting**

Motion was made by Mr. John McLaughlin to suspend the reading of the prior year minutes, seconded by Dale Guzlas and unanimously accepted.

## **Committee Reports**

- a. Social Reports - Mrs. Debbie Moeller provided the homeowners with information on the upcoming social activities for the year. The Annual Garage Sale is scheduled for May 5<sup>th</sup>. There will be a Tradition Club Social at the Pool House in June (date to be determined) that will honor our volunteers for their good work. A Christmas Sing-A-Long is planned in early December, based on availability of musician.
- b. Architectural Review Board - Mr. John McLaughlin provided a briefing on the ARB activities.
- c. Covenants Committee - Mrs. Jeanette Renault spoke about the violations process and let homeowners know they may reach out to her if they have a question regarding violations. She let homeowners know how important it is to follow the Community Covenants to keep Tradition at Willbrook Plantation looking nice.

- d. Litchfield Corridor Beautification Committee - Mrs. Kathy MacSorley and Mr. John Bartha spoke about the volunteers work that has been done to help the Community.
- e. Willbrook Road Maintenance - Mr. Frank D'Amato spoke about the road maintenance that is being done on Willbrook Road.

### **Budget and Capital Improvement 2017**

Mr. Frank D' Amato listed the capital improvement projects accomplished in 2017. They included Pool House Bathrooms, Landscaping projects and drainage repairs. Cost of completed projects total \$19,381.

### **Audit For 2017**

Mr. Frank D' Amato reviewed the operating revenues and expenses for 2017. He let homeowners know that the Reserve Fund balance ending in 2017 was \$724,224.

### **Budget and Capital Improvements 2018**

Mr. Frank D' Amato provided an update on the 2018 budget and talked about the \$5 assessment increase per month for 2018. He explained that \$4 each month per lot will be put in the Reserve Fund. This will help with the future street repairs that will need to be done. The remaining \$1 each month per lot will be placed into the Operating Fund to pay for the daily operating costs for contractors and utilities. Mr. Frank D' Amato informed the homeowners about the costs for the pool, to include deck repairs \$13,980, pool interior surface \$42,117, pool tile \$5,100, and pool filter \$4,610.

### **Communications**

Mr. Frank D' Amato thanked Mr. Bill Renault for all of the hard work and time he spends on the newsletter advertising. He let homeowners know due to all the work he does the community not only saves money, but ended with a net profit of \$766. Mr. Frank D' Amato also thanked Pat and Bill Crimmins for all their hard work on the Welcome Wagon and the welcoming of new homeowners to the Community. They have delivered over 80 welcome baskets.

### **New Topic**

Frank D' Amato spoke about the new fine schedule that will be mailed out in March 2018. He let homeowners know the pool repairs will start this week and street repairs are expected in 2020. He also spoke briefly about the Board considering bulk cable & internet service for the Community. He explained that it would have to include all homeowners. The Board is at the beginning stages of this process.

### **Questions & Comments**

1. Walter Fulton asked will paving underground be reviewed before paving is done?  
Frank D' Amato said he wasn't aware of that being done.

- 1 Bill Eisenhauer asked if Tradition is going to do a bundle service.
- 2 Allen Leo asked how much the phone cost would be if the Community did go with Spectrum for bulk service. Frank D' Amato let him know this would only be cable and internet service. If a homeowner wishes to add a landline that would be billed separately to the homeowner.
- 3 Albert Foderaro made a statement that sometimes Spectrum charges for extra cable boxes.