

TRADITION AT WILLBROOK PLANTATION
BOARD OF DIRECTORS MEETING

MINUTES

August 27, 2020

The Tradition at Willbrook Plantation Board of Directors held a Board of Directors meeting on Thursday, August 27, 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 3:16 p.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. Miscovich attended the meeting and inquired as to the decision to keep the pool closed. Mr. D'Amato advised that it is a Board decision and the decision to keep the pool closed is based on guidance received from government, legal counsel, and insurance agents.

Mr. Miscovich stated that all the roller squeegees for the tennis courts are worn out. Mr. D'Amato will order new roller squeegees kept one in storage.

III. COMMITTEE REPORTS

- a. Social: Ms. Moeller presented the Social Committee report and noted that the garage sale has been delayed until next spring. The next garage sale is tentatively scheduled for May 1st, 2021. Mr. D'Amato asked that Ms. Moeller provide an update for Vince to broadcast. Ms. Moeller advised that the Christmas Carole Social has been cancelled and will instead be replaced with a Christmas parade at the clubhouse. The parade is tentatively scheduled for December 5th, 2020 with hotdogs being provided to attendees. Mr. McLaughlin volunteered to man the grill.
- b. Willbrook Blvd: The 2021 annual assessment is being reconsidered with a firm decision expected to be made in September.
- c. ARB Window Grids: The outstanding window grid issue has been resolved. Mr. D'Amato advised that Mr. Moeller is retiring from the Architectural Review Board. The Board expressed their gratitude for the many years to Mr. Moeller dedicated to the community and ARB. **Mr. McLaughlin made a motion to appoint Mr. Britsch to the ARB; Mr. Madoc seconded. All in favor, motion passed.**
- d. 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 a cold patch was installed over a pothole by Mr. Herndon.

IV. APPROVAL OF MINUTES

The Board reviewed the July 23, 2020 open Meeting Minutes. **Ms. Moeller motioned to approve the July 23rd Meeting Minutes; Mr. McLaughlin seconded. All in favor, motion passed.**

V. TRADITION FINANCIAL REPORT

- a. Budget Meeting: The budget meeting is scheduled for September 29th, 2020 at 9 a.m. at the office of Kuester Management Group.
- b. Deposits/Receipts – None currently.
- c. July Financials – Mr. Baughman presented the July 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 reviewed the investments held at Edward Jones and will continue to monitor the current interest rates.

Pool chemical usage was discussed, the Board is satisfied with the reduction in chlorine usage since installing an ionization system.

Increased water usage has been noted on recent invoices. Mr. Mandroc and Mr. Baughman will further investigate as to the cause.

VI. UNFINISHED BUSINESS

- a. Sidewalk repairs, bench bases, November – Project on hold until funding for project can be discussed.
- b. Decorative curbing – Scheduled to begin next month, project to be funded by reserves.
- c. Kings River Road Pond – No update currently.
- d. Curb cleaning – Ms. Renda will work with Mr. McLaughlin to generate a Request for Proposal on curb cleaning.
- e. Covenants & Updates – Ms. Moeller expects the covenant updates to be completed by the next meeting.
- f. Fine Schedule – The final review of the fine schedule is complete. **Ms. Moeller motioned to adopt the fine schedule as presented; Mr. Mandroc seconded. All in favor, motion passed.** Mr. D’Amato will send the community notice of the newly adopted fine schedule. Ms. Renda will coordinate the filing with Georgetown County.
- g. Virus – The Boards position remains the same in response to the virus and use of common areas. They will continue to review the situation on a regular basis and respond accordingly.
LBTS – Assessment Work - Mr. D’Amato provided an update from Waccamaw Management that detailed a list of completed and pending projects for which special assessment funds were designated towards by Litchfield by The Sea. Several completed projects include Beach House decking upgraded to trex, parking area resealing, fencing, bulkhead repairs and lighting. Remaining projects include installation of an aerator for the River Club pond and Phase II storm drain repairs at River Club and Litchfield by the Sea.
- h. First Horizons Account: Ms. Renda advised the account is no longer active and is being charged a \$5 per month dormant fee. She requested a decision from the Board on closing it. **Ms. Moeller motioned to close the inactive petty cash account; Mr. McLaughlin seconded. All in favor, motion passed.**

VII. NEW BUSINESS

- a. Santee Cooper – Mr. D’Amato has been working with Mr. Decker from Heritage Plantation as it relates to the excessive cost of streetlight rentals from Santee Cooper. The Board determined that they would continue to support Mr. Decker in his effort to reduce lighting expenses.
- b. Newsletter – Mr. Renault will no longer be soliciting for advertisers for the community website. The income generated from the advertisements was used to produce the community newsletter and phone directory. A big thank you to Bill for his years of work. Going forward, the newsletter will be generated electronically on the website to reduce expenses.
- c. Next Board meeting is scheduled for Thursday, September 24th at 3:15 PM.

VIII. ADJOURNMENT

**Ms. Moeller motioned to adjourn the meeting; Mr. Baughman seconded. All in favor, motion passed.
Meeting adjourned at 5:19PM**