

TRADITION AT WILLBROOK PLANTATION

BOARD OF DIRECTORS MEETING

MINUTES

December 16, 2021

The Tradition at Willbrook Plantation Board of Directors held a Board of Directors meeting on Tuesday, December 16, 2021 at the clubhouse located at 1095 Willbrook Boulevard, Pawleys Island, South Carolina.

I. CALL TO ORDER

Mr. McLaughlin called the meeting to order at 9:53am. Directors Moeller, and Mandroc and Lisa Klein with Kuester Management Group and were present.

Mr. McLaughlin determined a quorum was established.

II. HOMEOWNER FORUM

- A. Mr. and Mrs. Herwig in attendance to request use of the Tradition Clubhouse for a church group to meet 1-2 times per month. After Board discussion, approval was given to use the Tradition Clubhouse two (2) times per month from 6:30pm – 8:00pm based on availability, and they must go through the normal clubhouse reservation process.

III. COMMITTEE REPORTS

- a. **Social** – Mrs. Moeller gave an update:

Sing-a-long/D’Amato Farewell – The event was a success. Ms. Moeller provided Lisa Klein with receipts for reimbursements to volunteers. Mr. McLaughlin and Board thanked Deb and all of the Social Committee volunteers for their hard work and successful event.

Christmas Decor – Ms. Moeller provided Lisa Klein with receipts for reimbursement for Christmas décor related costs.

- b. **B&G** –

Willbrook Rd. -Board questions and discussions regarding budget question which was clarified.

Maintenance – McLaughlin stated that he will be notifying Mr. Herndon that the chairs need to be stacked. Ms. Moeller stated that the sinkholes are getting worse and Coastal needs to be scheduled to come out and assess.

- c. **ARB**

ARB – Mr. McLaughlin announced that Mr. Plesha resigned from the ARB and Mr. Zelinski volunteered as his replacement. Mr. Zelinsky was approved by the Board to become a member of the ARB. Mr. McLaughlin provided information on ARB refunds to Lisa to be submitted.

APPROVAL OF MINUTES

Mrs. Moeller made a motion, Mr. Mandroc seconded, all in favor and it was moved that:

The minutes from the November 23, 2021 open Board meeting were approved with discussed changes.

IV. FINANCIALS

- a. Deposit/Checks/Reimbursements
 - Mr. McLaughlin submitted \$2,000.00 in ARB deposits to Ms. Klein.
 - Mr. McLaughlin submitted one (1) check for \$30.00 for advertising.
- b. Financials

Mr. McLaughlin noted two (2) re-class items to Lisa Klein.

**Mrs. Moeller made a motion, Mr. McLaughlin seconded, all in favor, and it was moved that:
The November 2021 financials are approved**

V. UNFINISHED BUSINESS

BFS -

12/20 AND 12/21– New BFS cans will be delivered

1/7/22 – 1st day of trash pick-up and every Friday after that

1/10/22 – 1st of day recycle pick-up an every other Monday after that

Tennis/Pickle Ball Court Rules

- a. Mr. Mandroc will have rules and regulations for Tennis/Pickle Ball Court finalized by the end of the year.

Annual Meeting

- a. A call for candidates went out first week of December.

Reserve Study

- a. Reserve Study proposal to go to John McLaughlin for signing.

Vendor Contract

- a. All vendor contracts have been signed.

Housekeeper

- b. Current housekeeping is not up to par. The Board will continue to evaluate the current housekeeper while also looking for a possible replacement.

- VI. The next Board of Directors meeting is scheduled for January 27.

VII. ADJOURNMENT

Ms. Moeller motioned to adjourn the meeting, Mr. Mandroc seconded, all in favor, motion passed. Meeting adjourned at 11:20am.