

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS
March 22, 2012**

MINUTES

The monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday, March 22, 2012, at the Owner's Clubhouse.

I. Opening of the Meeting

Present were Board Members:

Frank D'Amato, President

Thomas Ellison, Vice President

David Rubin, Treasurer

John Bartha, Secretary

Merry Cotton, Director

Also present were Alex Herndon, Buildings and Grounds Manager, Monique Philips, homeowner, Paul Hayes, homeowner, Ron Brugge, homeowner and Phil McLeod from Kuester Management Group. Mr. McLeod served as recording secretary.

A quorum was established and the meeting was called to order at 3:00 p.m. by President Frank D'Amato.

II. Committee Reports

- A. Social – The garage sale is scheduled for May 5, 2012. The July 4th golf tournament is set with Tom Strasser in charge.
- B. Covenants – Nothing to report
- C. ARB – A new home was approved for Brookridge Lane. The Board of Directors discussed the need to increase the size of the minimal square footages of new homes. Mr. McLeod will engage the Association's attorney, Kim Campbell, to begin work on an amendment to the Covenants and Restrictions to increase the minimally accepted square footages of new homes in Tradition.
- D. Willbrook Blvd – Nothing to report
- E. Buildings and Grounds - Mr. Herndon discussed and submitted a Building and Grounds Report entered as Exhibit A.
- F. Welcome Committee – Ms. Philips and Mr. Hayes provided an agenda for the welcome packages to be provided to new owners. The Board of Directors directed Ms. Philips and Mr. Hayes to combine their efforts, establish a per unit cost of the packets and come back to the Board of Directors with the total costs of purchasing 20 units.

III. Approval of Meeting Minutes

Upon a motion by Mr. Bartha, seconded by Mr. Rubin, and unanimously adopted, the minutes from the February 23, 2012, Board of Directors meeting were approved as written.

Upon a motion by Ms. Cotton, seconded by Mr. Ellison, and unanimously adopted, the minutes from the February 28, 2012, Organizational Meeting were approved as written.

IV. Kuester Financial Report

Upon a motion by Mr. Rubin, seconded by Mr. Bartha, and unanimously adopted, the February 2012, financials were approved.

Motion passed.

V. Unfinished Business

- A. Seal Coating – The start date for the seal coating of phase I is April 2, 2012. An informational flyer will be e-mailed, as well as hand delivered to the affected homeowners.
- B. Kitchen Remodeling – The start date for the kitchen remodeling will be April 26, 2012.

VI. New Business

- A. Pool House Repairs – Mr. D'Amato provided a detailed report of the repairs completed to the pool house roof, gutters, fascia boards and soffits.
- B. Kuester's BOD Seminar – Mr. McLeod provided a brief on the Kuester seminar to be held on April 12, 2012.
- C. Contractual Agreements – Mr. Bartha provided a brief on contractual requirements when hiring contractors to perform various repair and construction work on Tradition property.

VII. Next Meeting

Next BOD meeting – The next Board of Director's meeting is scheduled for Thursday, April 26, 2012, at 3:00 p.m.

Adjournment

Upon a motion by Ms. Cotton, seconded by Mr. Bartha, and unanimously approved, the meeting was adjourned at 4:15 p.m.

Phil McLeod
Recording Secretary

Accepted:

Frank D'Amato, President

Date Approved and Signed

EXHIBIT A

Tradition Board POA

March 22, 2012

Building and Grounds Report

- Club House has been pressure washed and cleaned.
- Club House roof has been cleaned.
- Pool deck has been cleaned and painted.
- Repairs to CH are ongoing.
- New doors are in.
- Pool furniture is back out and ready for spring.