

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

---

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
November 29, 2012**

**MINUTES**

The monthly meeting of the Board of Directors of Tradition at Willbrook Plantation POA, Inc., was held on Thursday, November 29, 2012, at the Owner's Clubhouse.

**I. Opening of the Meeting**

Present were Board Members:  
Frank D'Amato, President  
Thomas Ellison, Vice President  
Merry Cotton, Director  
David Rubin, Treasurer  
John Bartha, Secretary

Also present were Jeanette and Bill Renault, Covenants Committee, Ron Brugge, homeowner, Penny Pikaart, homeowner, Ann MacDonald, homeowner, Joan Wood, homeowner, and Phil McLeod from Kuester Management Group. Mr. McLeod served as Recording Secretary.

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

- II. Open Forum** – Mr. D'Amato advised Ms. Pikaart that an engineer had shot elevations of the drainage pipe in question, her home foundation and her HVAC pad was determined that the drain was below her home foundation and the HVAC foundation. He recommended to Ms. Pikaart that she raise her HVAC by installing a secondary pad above the existing pad. It was the engineers opinion that the drain is operating as designed.

**III. Committee Reports**

A. Social – Nothing to Report.

B. Covenants Report – Ms. Renault advised that the owners at 55 Boatman Drive, 452 Tradition Club Drive, and 27 Boatman Drive had not responded to the notice of violation sent by Kuester on October 29, 2012. Mr. D'Amato advised that the Association would not fine owners until the new fine structure letter was mailed out with the Call for Candidates mailing.

C. ARB – Nothing to Report.

D. Willbrook Blvd – Proxy cards were sent to all owners to vote for the Willbrook Road Board of Directors. No other mention of a dues increase has been mentioned since the last meeting.

E. Buildings and Ground - Mr. Herndon submitted a Building and Grounds Report entered as Exhibit A to 11-29-12.

**IV. Approval of October 25, 2012, Minutes**

Upon a motion by Mr. Rubin, seconded by Mr. Bartha and unanimously accepted, the minutes for the October 25, 2012, minutes were approved as written.

Motion Passed

**V. Kuester Financial Report**

Upon a motion by Mr. Ellison, seconded by Mr. Rubin and unanimously accepted, the October 2012 financials were approved.

Motion passed.

**VI. Unfinished Business**

A. Cable TV and Trash Contract – Litchfield by the Sea had negotiated a new Time Warner contract that reduced the monthly cable fees by \$6.00 per month. Mr. D'Amato and the Board Presidents of Willbrook and Reserve POA' s have meeting scheduled to discuss reduced high definition rates. Mr. D'Amato also advised that the trash fees had also been reduced.

B. Christmas Decorations – Ms. Cotton provided a brief on the expense of the Christmas decorations. The Board of Directors and management had received numerous positive comments from the owners on how well the decorations looked.

C. Association Mailings – Mr. McLeod reviewed the content and dates of the mailings going out for the budget and the annual meeting.

D. Fines Mailing – The new fines structure will be sent with the Call for Candidates mailing.

E. Record Keeping – Nothing to report.

**VII. New Business**

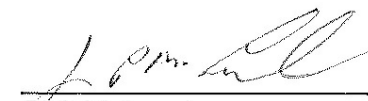
- A. Newsletter and Phone Directory – The newsletter is ready to be printed and the phone directory will be sent to the printer this week.
- B. Landscape Containers – Mr. D’Amato briefed the owners in attendance that he had discussed with the Covenants Committee the new rules and regulations regarding the landscape pots in front yards of the Association (Exhibit B). Mr. D’Amato advised that the information letter would be included in the next newsletter, the Tradition website, as well as the Kuester website.
- C. Trees Request – The Board of Directors will visit the homes at 134 Historic Lane, 61 Deacon Drive and 30 Heston Court to review tree removal requests from the owners of these homes. The trees were approved on site by the board after the regular meeting.
- D. Clubhouse Rental Fees – The Board discussed the rental fees of the clubhouse and determined that the fees for the Wednesday and Thursday night card players would be changed.
- E. Costco Receipt – Upon a motion by Mr. D’Amato, seconded by Ms. Cotton and unanimously accepted, the Board of Directors approved the expense of \$63.91 at Costco as a valid and authorized expenditure.

**Next Meeting**

The next regular BOD Meeting is scheduled for Tuesday, December 18, 2012, at 3:00 p.m.

**Adjournment**

Upon a motion by Mr. Ellison, seconded by Ms. Cotton and unanimously approved by the board, the meeting was adjourned at 4:30 p.m.

  
\_\_\_\_\_  
Phil McLeod  
Recording Secretary

Accepted:

  
\_\_\_\_\_  
Frank D’Amato, President

  
\_\_\_\_\_  
Date Approved and Signed

# EXHIBIT A TO BOD MINUTES 11-29-12

## Tradition Club Building and Grounds Report

November 29, 2012

Alex Herndon

- Irrigation pumps are drained for the winter.
- Parts have been ordered to repair the light at the back entrance.
- New brooms and rollers are on the tennis courts.
- Light bulbs around the club house have been replaced.
- Pool furniture has been cleaned and is ready to be stored for the season.
- Signs have been cleaned.
- New ice machine has been installed.



**The Tradition  
at Willbrook Plantation**

**All Property Owners and Residents.**

There has been confusion regarding the guidelines concerning **Landscape Pots in the front yard of homes**. The BOD in conjunction with the Covenants Committee is issuing the following guidelines:

**All Landscape Pots within the Tradition are deemed acceptable provided that they enhance the overall appearance of the property.**

The Covenants Committee has been directed by the BOD to determine if your Landscape Pots are enhancing your property. The purpose of these guidelines is to allow property owners who wish to maintain Landscape Pots have the ability to do so within Tradition guidelines.

29 November 2012  
Tradition Board of Directors