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WYNBROOKE HOMEOWNERS ASSOCIATION, INC.

August Board of Directors Meeting

August 26, 2025 1:00 PM
FirstService Residential
11822 Hwy 17 Bypass S
Murrells Inlet, SC 29576

MINUTES

Directors Present
Gail Addenbrooke - President
Marion Keeble - Member
Walter Mullon - Director at Large
James Prince - Director at Large
Joseph Galluccio - Vice President/Treasurer

Directors Absent
None

Additional Attendees
Jessie Lewis, Community Manager, FirstService Residential

I. ESTABLISHMENT OF QUORUM & CALL TO ORDER

The meeting was called to order at 1:00pm.

II. TREASURER'S REPORT

No report given.

III. OLD BUSINESS

A. ROOF INSPECTIONS AND REPAIRS QUOTES

Ms. Addenbrooke reported that preliminary roof inspections have been completed. Baker submitted a proposal of $39,000 for repairs to Quads 2–4 and had previously completed repairs on Quad 1 at no cost. Baker estimates the repairs should extend the roofs' lifespan by approximately 10 years. The Board discussed whether to move forward with all repairs at once or address issues as leaks arise. Ms. Lewis recommended postponing a decision until the reserve study is completed, and the Board agreed. Ms. Lewis will also confirm how long the proposal remains valid.

B. IRRIGATION UPDATE AND INSURANCE CLAIM

History

Ms. Addenbrooke provided a status update on the repairs, noting that the insurance claim has been received; however, confirmation of approval from the insurance carrier is still pending. Moore's will provide an update and expected lifespan once the repairs are complete

C. 2026 TREE WORK

Ms. Addenbrooke reported that significant tree work has been completed. She noted that the Board should consider factors such as tree age, size, and root systems when evaluating their long-term impact on the

community. The Board plans to budget for a more detailed tree management scope, and Management will circulate an email seeking volunteers for a Landscape Committee.

D. RENTAL AUDIT UPDATE

Ms. Lewis reported that a rental audit has been completed, confirming 17 rental units within the Association. The Board will continue to maintain and update the rental records.

E. RESERVE STUDY

Ms. Lewis presented the proposal from Miller Dodson for a replacement reserve study, which had previously been tabled. The Board agreed the study should be completed as soon as possible to assist with 2026 budget planning. The proposal cost is $6,285

Motion to approve Miller Dodson proposal for replacement 2 reserve study to be completed in 2025.

Motion: Gail Addenbrooke
Second: James Prince
AYEs: Gail Addenbrooke, Marion Keeble, Walter Mullon, James Prince, Joseph Galluccio
NAYs: None

▶ ***Resolved***
The motion passed

IV. NEW BUSINESS

A. 2026 INSURANCE RENEWAL

Ms. Addenbrooke reported that an updated appraisal amount has been received, noting that appraisals should be conducted every three years. Based on the updated figures, the Board anticipates an increase in insurance costs

B. 2025 ANNUAL MEETING

Ms. Addenbrooke reminded the Board that the community has difficulty achieving quorum each year. To encourage greater participation, electronic voting will be offered. She also discussed the possibility of including proposed CC&R amendments on this year's ballot.

V. COMMITTEE REPORTS

A. ARC COMMITTEE

Management will contact the current committee to schedule a meeting to ensure the charter is being followed. The Board will inspect the boulevard for fence violations; any violations will be documented and must be corrected prior to resale.

B. SOCIAL COMMITTEE

No report given.

C. WELCOME COMMITTEE

Ms. Addenbrooke reported that a new welcome packet has been created and is distributed during the resale process. The Welcome Committee also personally greets new neighbors and provides the packet.

VI. HOMEOWNER SESSION

404 Whinstone Dr - Tree cut request. Jim will get to it this week. Owner questioned the topic of another insurance assessment. Ms. Addenbrooke explained the timeframe of the assessments.

756 Wilshire Ln - Owner would like to thank Board for their work. Also thanked Jim and Dan for their volunteer work.

912 Williston Loop - Owner appreciates discussion for welcome committee and thinks this is a great asset to the community. Owner would also be interested in the landscape committee.

621 Wilshire Ln - Questioned how many rentals. Ms. Lewis confirmed 17 that we know of. Questioned landscaping, she lives against wall on Wilshire, is a service request required? Ms. Lewis noted yes, all service requests should be submitted through Management. Ms. Owner and Ms. Addenbrooke discussed drainage issues on the berms. The Board will discuss options for cleaning drains as a future project. Owner would also be interested in volunteering for landscape or social committee.

316 Wembly Way - Owner asked for clarification on discussion for Blvd fences. Ms. Addenbrooke explained the type of violations the Board is seeing. An inspection will be completed but fences will not be required to be removed however, the violation will be noted for resales.

1000 Williston Loop - Owner looking for confirmation on insurance. Ms. Addenbrooke advised she has looked into options for changing term date, but the expense is far too much. She noted the insurance assessment is only temporary until the renewal premium becomes available.

VII. NEXT BOARD MEETING

The next Board of Directors meeting is scheduled for September 30, 2025 at 1:00pm.

VIII. EXECUTIVE SESSION

First Motion
Motion to enter executive session at 1:54pm.

Motion: Gail Addenbrooke
Second: Marion Keeble
AYEs: Joseph Galluccio, James Prince, Walter Mullon, Marion Keeble, Gail Addenbrooke
NAYs: None

► ***Resolved***
The motion passed

Second Motion
Motion to exit executive session at 2.25pm.

Motion: Gail Addenbrooke
Second: Marion Keeble
AYEs: Joseph Galluccio, James Prince, Walter Mullon, Marion Keeble, Gail Addenbrooke
NAYs: None

► ***Resolved***
The motion passed

IX. ADJOURNMENT

The meeting was adjourned at 2:29pm.

Motion to adjourn at 2:29pm.

Motion: Gail Addenbrooke
Second: Marion Keeble
AYEs: Joseph Galluccio, James Prince, Walter Mullon, Marion Keeble, Gail Addenbrooke
NAYs: None

► ***Resolved***
The motion passed

Gail Addenbrooke - Pres — 9/8/25

APPROVED — **DATE**