WYNBROOKE HOMEOWNERS ASSOCIATION

REGULAR MEETING OF THE BOARD OF DIRECTORS
December 2, 2024

I. Call to Order

Mr. Galluccio called the meeting to order at 3:58 PM.

II. Establishment of Quorum

Members present were Joe Galluccio, Gail Addenbrooke, Marion Keeble, Tony Shottenkirk, and Curtis Gray.

The member not present were Mike Butryn.

Representing FirstService Residential was Jessie Lewis, Community Manager.

III. Approval of Meeting Minutes

Upon a motion made by Ms. Addenbrooke, seconded by Mr. Gray and unanimously approved, it was:

MOVED: To Approve the meeting minutes of the October 29, 2024 Board meeting, as written.

IV. Old Business

a. **Irrigation:** Mr. Galluccio and Mr. Shottenkirk met with Moore Landscaping to discuss future irrigation needs. The Board is awaiting a proposal from Moore Landing.
    i. Moore Landscaping will also be submitting a proposal for the tree work budgeted in 2025 and the concrete work budgeted in 2025.

b. **Pool Contract:** The Board reviewed three bids for the pool contract. Upon a motion by Ms. Keeble, seconded by Mr. Galluccio and unanimously approved, it was:

MOVED: To approve the Kens 2 proposal under the condition additional language will be added for cancellation terms.

c. **Roof Assurance:** Ms. Addenbrooke provided information to the Board on the proposed preventive maintenance program for the roofs by Baker Roofing. After a brief discussion, Ms. Addenbrooke directed management to obtain additional information on the requirements.

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d. **Quorum Committee:** The Board discussed the benefits and conditions of the quorum committee. Upon a motion by Ms. Addenbrooke, seconded by Ms. Keeble and unanimously approved, it was:

MOVED: To abolish the quorum committee.

e. **Parking:** The Board is in the final stages of approving the parking guidelines for Wynbrooke. Until that time, new guest parking and no parking signs have been ordered for these areas that were already established. The signs will be installed in January by the landscaper.

f. **Corporate Transparency Act:**
Upon a motion by Ms. Addenbrooke, seconded by Mr. Gray and unanimously approved, it was:

MOVED: To have the requirements for the CTA completed by the FSR team.

V. New Business

A. Website: Ms. Addenbrooke advised the Board she spoke with the President from Pawleys Place and received info on their website. She provided a price of $450 for the website to be created. The Board discussed what other fees would be associated (monthly service fee, domain fees) and agreed to table this until more information is available.

VI. Adjournment

Upon a motion made by Ms. Addenbrooke, seconded by Mr. Gray and unanimously approved, it was:

MOVED: To adjourn the meeting at 5:02 P.M.

Approved _____ Date _____

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