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WYNBROOKE HOMEOWNERS ASSOCIATION, INC.

February Board of Directors Meeting

February 25, 2025 1:30 PM
Murrells Inlet, SC

MINUTES

Directors Present
Gail Addenbrooke - Vice President/Treasurer
Michael Butryn - Secretary
Joseph Galluccio - President
Marion Keeble - Member
Curtis Gray - Director at Large
Anthony Shottenkirk - Director at Large

Directors Absent
None

Additional Attendees
Jessie Lewis, Community Manager, FirstService Residential

Also, in attendance as a guest, resident - Annamarie Faubel.

I. CALL TO ORDER AND ESTABLISHMENT OF QUORUM

The meeting was called to order at 1:30pm.

II. CONSENT AGENDA

Motion to ratify votes of consent agenda.

Motion: Curtis Gray
Second: Marion Keeble
AYEs: Anthony Shottenkirk, Curtis Gray, Marion Keeble, Joseph Galluccio, Michael Butryn, Gail Addenbrooke
NAYs: None

▶ *Resolved*
The motion passed

III. REPORTS

A. PRESIDENT'S REPORT - JOE GALLUCIO

Mr. Galluccio noted to the Board they need to plan to get ahead of work orders. The Board will split the work orders and bring the open work orders current.

B. VICE PRESIDENT'S/ TREASURER'S REPORT - GAIL ADDENBROOKE

Ms. Addenbrooke noted with the insurance premium that came in no further funds are needed from the insurance assessment. This will be discussed further in new business.

C. SECRETARY'S REPORT - MIKE BUTRYN

Mr. Butryn presented the Board with a draft copy of the updated Rules and Regulations, ARC/ Landscape guidelines, and Fine policy. These will be discussed further in new business.

IV. NEW BUSINESS

A. ARC GUIDELINES

The Board agreed to move forward with separating the ARC application into exterior modifications and creating a separate landscaping application. With this change, the Board will be soliciting for volunteers to fill positions on the landscape committee. The Board directed Management to create the new application for the landscape changes. More information will be communicated to owners as the Board reviews and approves the updates.

B. RULES AND REGULATIONS

Mr. Butryn presented the draft changes for the Rules and Regulations to the Board. This will be discussed further at the next workshop.

C. TREE WORK

The three quotes will be reviewed by Tony and his recommendations will be given to the Board at the next workshop.

D. INSURANCE ASSESSMENT AND RENEWAL

The Board directed Management to draft an email blast notifying the community of the insurance renewal rates and commencing of the insurance assessment. The Board agreed no further funds need to be collected. A new coupon booklet will be sent out for April-December at the normal assessment rate.

V. EXECUTIVE SESSION

First Motion
Enter Executive Session

Motion: Marion Keeble
Second: Joseph Galluccio
AYEs: Anthony Shottenkirk, Curtis Gray, Marion Keeble, Joseph Galluccio, Michael Butryn, Gail Addenbrooke
NAYs: None

▶ *Resolved*
The motion passed

Second Motion
Exit Executive Session

Motion: Michael Butryn
Second: Curtis Gray
AYEs: Anthony Shottenkirk, Curtis Gray, Marion Keeble, Joseph Galluccio, Michael Butryn, Gail Addenbrooke
NAYs: None

▶ *Resolved*
The motion passed

VI. NEXT BOARD MEETING

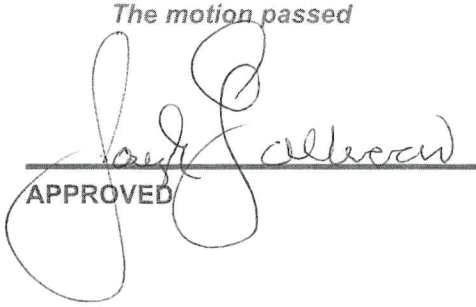
VII. ADJOURNMENT

The meeting was adjourned at 2:34pm.

Motion: Curtis Gray
Second: Marion Keeble
AYEs: Anthony Shottenkirk, Curtis Gray, Marion Keeble, Joseph Galluccio, Michael Butryn

NAYs: None

▶ *Resolved*
The motion passed



APPROVED

3/18/2025

DATE