FirstService
RESIDENTIAL

FirstService
RESIDENTIAL

WYNBROOKE HOMEOWNERS ASSOCIATION, INC.

January Board of Directors Meeting

January 28, 2025 9:30 AM
FirstService Residential
11822 Hwy 17 Bypass S
Murrells Inlet, SC 29576

MINUTES

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

Directors Absent
Anthony Shottenkirk - Director at Large

Additional Attendees
Jessie Lewis, Community Manager, FirstService Residential

I. ESTABLISHMENT OF QUORUM & CALL TO ORDER

History

The meeting was called to order at 9:30 am.

II. PRAYER & PLEDGE OF ALLEGIANCE

The Prayer and Pledge of Allegiance was led by Joe Galluccio.

III. CONSENT AGENDA

The Board voted unanimously via email to approve the following items:

Moore Irrigation Vote

Terminix Rodent Control Quote

Certa Pro Vote

Baker Roof Assurance Vote

Leasing Guideline Update vote

Motion: Joseph Galluccio
Second: Curtis Gray

▶ *Resolved*
The motion passed unanimously

IV. REPORTS

A. PRESIDENT'S REPORT - JOE GALLUCCIO

History

See attached report - Exhibit A.

Also announced official website for HOA. Once the domain name is established, the website will be sent out to the community. it should be up and running in the next 2-3 weeks.

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

Vice President's Report - No report

Treasurer Report - See attached - Exhibit B.

C. SECRETARY REPORT

See attached report - Exhibit C.

V. OLD BUSINESS

A. PARKING GUIDELINES

History

This update was addressed in the President's report.

VI. NEW BUSINESS

A. RECOGNITIONS

History

The Board would like to recognize Ed Oskandy and Chuck Hargraves. They presented a certificate of Appreciation for their contributions to the community.

VII. HOMEOWNER FORUM

Diana Blessing - 426 Warrington Way - Owner asked for clarification on the insurance assessment. Gail confirmed they are in waiting. She asked for clarification on home inspections by Terminix for Termite inspections. Gail advised we can ask for an earlier schedule this year to be sent to the community. Gail also mentioned they do not come to every unit. She asked for confirmation of the dryer vent cleaning this year. The Board noted this has not been discussed and agreed upon on. Gail also mentioned she believes fireplaces should be included. She asked for clarification on the parking updates. She would like to know how will it be determined? Joe and Gail confirmed this is a several step process. This starts with signs going up then the next step will move to decals. Lastly, she is questioning the pole lights with shades. Mike confirmed more than half will have the shades removed soon to allow for better lighting. Owner also asked about the roof warranty and the Board confirmed items that could fall under warranty and items that may not. Owner gave the info to the dryer vent vendor that many owners use in the community. Gail also noted adding this info to the new community website they are working on.

Cheryl Loiacono - 194 Wimbledon Way - She mentioned to Mike that he does not always need to mention lawsuits. Joe noted that a lawsuit has been brought up more by members than by the Board. She expressed her concerns with the plaque that the residents placed at the pool for Pat. Joe noted the Board should have been put into the position as the owners should have received permission first. She mentioned ARC/complaint letters and addressed Joe. Joe noted he did not recall getting a letter and not enough information was provided.

Christine King - 907 Williston Loop - Owner spoke on the divide in the community and notes her belief that a lot of this comes from disagreement of the CC&R's. She advised the Board she has a roof leak at her unit. Jessie will reach out to Baker.

Kat Olson - 330 Wembly Way - Owner asked if when working in garage can they park in overflow/guest parking temporarily. The Board noted this should not be permitted as it would have to be allowed for all units which would negate the idea of guest parking. Owner also mentioned their driveway crack. Joe

advised the contractor should be out this week. Owner confirmed since the vote did not pass, are the rules going back to the original version. The Board confirmed, yes.

Linda Hewitt - Wembly Way - Owner asked for clarification on the roof warranty. Joe explained the recent events with Baker roofing, including why the warranty was voided and how the warranty was reestablished.

James Shirley - 308 Wembly Way - Owner mentioned not all of the roofs were replaced by Baker as they were subbed out. The Board confirmed that was true, but the warranty was assumed by Baker. He stated he had a roof leak. Jessie will reach out to Baker.

Kathleen Pilus - 421 Whinstone Dr- Owner asked for clarification for inspections. He wanted to verify the letters would not go straight to fines.

Denise Block - 406 Warrington Way - Owner asked for clarification on roofs/ dryer vents. Did that void the roof warranty. The Board confirmed no, it would not.

Tim Dudley - 325 Wild Rye Ln - FSR sent out a notice stating no one is allowed to be on the roof. Owner asked if he can go on the roof to change it. FSR gave a recommendation of no owner being permitted to be on the roof.

Terry Dagen - 402 Warrington Way - Owner asked did the Board state they would have the HOA pay for dryer vent cleaning. The Board advised this is not something in the HOA budget, at this time. Owner gave his opinion on the parking guidelines. He asked for clarification on the HELOC. Gail advised $100k was used for community expenses. Gail, has it budgeted to pay back but should be able to determine after insurance comes in.

Donald Groft - 431 Warrington Way - Owner has not received coupon book. Gail and Jessie confirmed coupon books are not sent to owners on auto draft through Clickpay. Owner read through a letter to owners in June 2024 stating the Board would take the responsibility for finding a competitive rate for owners and be required to have the vent cleaning. The Board could not recall this but will look into it further.

VIII. EXECUTIVE SESSION

First Motion
Motion to enter into executive session

Motion: Michael Butryn
Second: Marion Keeble

▶ ***Resolved***
The motion passed unanimously

IX. NEXT BOARD MEETING

X. ADJOURNMENT

Motion: Gail Addenbrooke
Second: Joseph Galluccio
AYEs: Curtis Gray, Marion Keeble, Joseph Galluccio, Gail Addenbrooke
NAYs: None

▶ ***Resolved***
The motion passed

Gail C Addenbrooke Treasurer — 2/3/25

APPROVED **DATE**

Exhibit A

President's Report

January 28, 2025

CC&Rs The CC&Rs did not pass. Just over 60% of our community voted. Although they did not pass singularly or in its entirely' they did show that over 90% of those who voted overwhelmingly supported the proposed changes. The board has reviewed the areas which received much support. The rental policy being the most significant is the one this board has chosen to focus on. Both the pervious and the current board are aware of the problems rentals bring to a community. One being the insurance cost each member pays and another being the inability of a potential buyer to secure a FHA loan.

Based on the support and concern for more accountability on rentals, the board has revised its 'Rules and Regulations" to include the following:
*No newly acquired property shall be rented for a two-year period.
*All rentals shall be for a minimum of one year.

Inspections Wynbrooke community pays FSR to do routine inspections throughout the community. This board will make sure these inspections are carried out and we receive a report on each inspection. An email will be sent to the community notifying homeowners of the upcoming inspections. It will detail the portion of our current governing documents that both FSR and the Board are obligated to follow.

Parking Relative to the Parking problems in our community, we will be implementing directions and instructions to eliminate the communities parking issues. This will be a step-by-step process whereby the community will be notified prior to execution. The first step which will begin in February is the installment of "Guest Parking Only" and "No Parking". Signs will be posted in Designated areas.

Tree Maintenance As a result of the enormous tree maintenance that is needed in the community, it was decided by the board that experienced tree companies should be involved to provide an evaluation as to whether a tree should be removed, trimmed or not affected. Two Companies have already done a study of the community and submitted proposals. A third companies completed a work through yesterday and should have a proposal within the next week.

Jessi

Treasurer Report YE 2024 Exhibit B

Dear Residents, Board

We have contracted with *Terminix for Rodent Control*. We have had many reports of rodent sightings and intrusions over the last year. We formerly had **Home Team** who also (after an audit) overcharged us $8000 which we have since recovered.

We have contracted with Moore Irrigation to service our Irrigation Needs. They are one of virtually 3 companies licensed to service the particular system we have currently installed. In addition, there is NO contract needed for their services. Our Prior *contract* with Conserva was over $10000. Moore Irrigation will invoice per work done boulevard contract)

They (Moore) will work with the community to avoid repeated service calls. Community must understand that we *might not always see the sprinklers* working as the new schedule cycles watering throughout the evening and early morning hours in addition to detecting rainfall. They will periodically test all heads.

However, the responsibility of the care and control of these sprinkler heads must be put on the owners. NO parking on grass at any time. It will be the responsibility of every HO to be sure guest service trucks are not parked on grassy areas.

We will not be servicing sprinkler heads on a one-by-one basis, Moore Irrigation will accumulate service requests and service when they have received multiple requests.

Unless of course you have an emergency. Please continue to contact FSR with your concerns regarding Irrigation as they will work closely with Moore's Irrigation in terms of scheduling work.

We hope to save thousands of dollars with them.

Moore is also the Vendor who is handling all the concrete work which looks amazing and was well needed. I think we would all agree especially at the boulevard there is such an improvement and resolve of a safety issue. They also removed the Live Oak from the boulevard that had been struck by lighting and was beyond savings in addition to other well

needed tree work. Tree work is ongoing and after an entire community inspection including Crepe Myrtles the board will schedule a comprehensive plan of tree work to be done.

The trees are becoming very large and we have asked for an analysis of "most needed" tree work. Most serious first of course. Not by quadrant but by "need". The crepe myrtles will be trimmed in the next few weeks as determined by General Contracting as to the type of cut needed.

We now have a price for the vents, gables, and columns painting from CertaPro. Waiting for paperwork to advise of start dates. (Knowsleys and Windsors) Villas and Loop have been done.

We have approved roof inspections for all roofing in Wynbrooke in order to mitigate future expensive roof repairs. Bakers will provide assessments of findings and if the repair is a warranted item there will be no charge. **We would like to remind the community that Homeowner does not have the authority to hire any roof company or individual for roof repairs and may become financially responsible if done.**

An inspection of asphalt will also be scheduled.

Siding repairs are being investigated for best possible solutions. Please if any HO notices damage from the current landscaper, advise FSR.

The Budget will have to be updated asap after receiving the Insurance Premiums, probably mid February at which time the board will decide how we will repay the line of credit. In addition, determine the status of Insurance Assessment.

The differences on the Income Statement are primarily the **insurance expense** which is an accrued expense. The Annualized Premium covers a period from March to Feb, not a calendar year. When we receive the new premiums I will adjust the budget to the yearly actual vs the policy term premium, this will eliminate the variance.

The additional was the Mulch which was not on the original budget, but the board decided we were in dire need of same.

The Jan and Feb of insurance expenses every year is from the previous term. It distorts our budget due to the fact we annualize our premium. As soon as I get the new premiums I will

adjust the Budget Amount of Insurance to actual premiums for the designated period. This could be done by AJE as well...

We are very excited to announce the NEW Official Website sanctioned by the HOA. We are waiting for the Domain Name .(Under Construction)

This will facilitate more up to the minute information and processes. There will be links to access Service Request etc directly to FSR. So much easier than the current method.

Pawleys Place is a sister community of Wynbrooke and they have established this website which is so easy to use and we hope the community will become familiar with our new website. Please visit https://www.pawleysplace.org to view samples. Our goal is to make information much easier than the current method.

Respectfully submitted

Gail Addenbrooke

Wynbrooke Treasurer

GAIL C ADDENBROOKE

WYNBROOKE BOD

