FirstService
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WYNBROOKE HOMEOWNERS ASSOCIATION, INC.

July Board of Directors Meeting

July 29, 2026 2:30 PM
FirstService Residential
11822 Hwy 17 Bypass S
Murrells Inlet, SC 29576

MINUTES

Directors Present
Kathryn Worrell - Secretary
Michael Bilow - Treasurer
Thomas Smith - Director
James Fannin - President
James Prince - Vice President
Lori Smith - Director

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 2:30pm.

II. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Fannin.

III. OLD BUSINESS

Nothing to report.

IV. NEW BUSINESS

A. LANDSCAPE UPDATE

Mr. Fannin reported that the landscaping contractor has delayed several scheduled service dates over the past few weeks, despite Tuesdays being the designated maintenance day, due to weather and other circumstances. The Board is working with the contractor to establish a more consistent and reliable service schedule.

The Board also reminded residents not to approach or interrupt the landscaping crew while they are onsite. Crew members are often not aware of scheduling decisions, and interruptions can delay their work and reduce efficiency. Residents with questions or concerns regarding landscaping services are encouraged to direct them to the Board or management team.

V. COMMITTEE REPORTS

A. LANDSCAPE

Mr. Fannin reported that the Landscape Committee is exploring the possibility of organizing a community cleanup weekend. The committee is considering renting a dumpster to collect yard debris and other approved materials during the event. The Board and committee will be seeking volunteers to help make this project a success and will provide additional details as plans are finalized.

The committee chair also expressed appreciation to community members for their ongoing support of the committee's landscaping efforts, including donations of eggshells, coffee grounds, and sod. These contributions are greatly appreciated and help support the beautification and maintenance of the community's landscaped areas.

In addition, Mr. Fannin reported that the committee is working with "Jack the Goose Chaser" to help reduce the number of geese within the community. The goal of this effort is to address ongoing concerns related to the geese while helping to maintain the appearance and enjoyment of the common areas.

B. SOCIAL

Ms. Worrell reported that Tom's Coffee Truck was at the pool on Sunday and was well received by residents. The coffee truck is scheduled to return on August 9 from 11:00 a.m. to 1:00 p.m.

Ms. Worrell also announced that Stella's will return to the community on August 29 from 2:00 p.m. to 4:00 p.m.

The Social Committee is continuing discussions regarding potential Labor Day celebrations and will share additional details with the community once plans have been finalized.

C. DECORATING

Mr. Fannin reported on behalf of Lori Smith that the Decorating Committee coordinated the placement of flags throughout the community for the Fourth of July holiday. At this time, there are no additional decorating projects or events currently planned, and the committee has no further updates to report.

D. SUNSHINE

Nothing to report.

E. ARC

Mr. Dudley reported that the ARC Committee currently has five to six pending applications under review. The committee is working with FirstService Residential to determine whether there are any delays associated with the SmartWebs application system that may be affecting the processing and review of submissions. Updates will be provided as more information becomes available.

F. INSURANCE

Mr. Fannin reported that the Insurance Committee will be involved in the Board's budget discussions this fall, particularly as they relate to insurance expenses and coverage considerations.

He also noted that the Board continues to work with the Association's insurance agent to schedule a community town hall meeting. The purpose of the meeting will be to provide residents with a better understanding of the Association's Master Insurance Policy and homeowners' HO-6 policies, including how the coverages interact and the responsibilities of both the Association and individual homeowners. Additional details will be shared once the meeting has been scheduled.

G. HANDYMAN

Nothing to report.

H. WELCOMING

Mr. Dagen reported that there are currently six new residents waiting to be visited by the Welcoming Committee. Of those six, three have not yet moved into the community.

Mr. Dagen also inquired about including a welcome letter from the Board in the correspondence sent to new residents by FirstService Residential. Ms. Lewis confirmed that this can be accommodated and advised that

the Board may draft an approved welcome letter, which FirstService Residential can then distribute to new homeowners as part of the welcome package.

I. POOL

Mr. Smith reported that the Pool Committee has experienced a few setbacks related to the pool showerheads and associated plumbing issues. The committee is actively working to address these concerns and anticipates that the repairs will be completed by the end of this week.

On a positive note, the committee shared that the recently completed bathroom painting project has been well received. The committee is also in the process of developing a fire pit area at the site of the former pergola. This project is being funded through private contributions and does not involve Association funds.

Additionally, four pool chairs have been re-strapped and returned to service. Chairs that are beyond repair will be removed and disposed of as needed to maintain the appearance and safety of the pool area.

Looking ahead, a community resident has volunteered to assist with painting the five steel doors located throughout the pool complex. The committee appreciates this contribution and looks forward to enhancing the appearance of the facility.

J. FINANCIAL

Mr. Bilow reported that he observed an increase of approximately $25,000 on the Balance Sheet, while the operating fund balance held at Conway Bank decreased by approximately $15,000. He plans to review these variances with the Association's Financial Manager to better understand the changes and ensure the accounts are accurately reflected.

Regarding the Income Statement, Mr. Bilow noted an expense of $17,334 related to power washing services. He stated that he had been under the impression that the Association would be receiving a credit due to dissatisfaction with the work performed. Mr. Prince reported that he met with the vendor to discuss the concerns and that all identified issues have either been resolved or are currently being addressed. Mr. Prince further clarified that the contractor was not hired to perform high-pressure washing, which had been one of the original concerns raised regarding the work.

Mr. Bilow also raised questions regarding the mulch expenses. The financial statements reflected approximately $36,000 in mulch-related costs, and he questioned why the budgeted amount had been set at $42,000. Mr. Fannin confirmed that the mulching project has been completed.

Additionally, Mr. Bilow inquired about recent irrigation expenses. Mr. Fannin provided an overview of several irrigation system repairs that have been completed throughout the community and explained that these repairs account for the recent expenditures.

K. RULES

Mr. Fannin reported that the Rules Committee has completed a draft of the proposed rules and regulations. The Board will be conducting a workshop within the next week to review the draft and discuss any recommended revisions. Once the review process is complete and the rules have been finalized, they will be distributed to the community for residents' information and reference.

L. INFRASTRUCTURE

Mr. Prince reported that the Board has received a proposal for the repair of concrete tripping hazards throughout the community. The bid will be reviewed and discussed further during Executive Session.

Mr. Prince also noted that the sinkhole repair project and associated asphalt repairs have been completed by Weaver. These repairs addressed identified infrastructure concerns and restored the affected areas.

VI. HOMEOWNER SESSION

- Owner asked for clarification on how the emergency call process is handled through FirstService. Ms. Lewis explained the process and how the customer care team is trained.
- Owner questioned the cameras operation with the new pool hours. Mr. Prince explained the Board is working on getting the cameras up and running. Mr. Smith noted this is a top priority.

- A few owners expressed their concerns and dissatisfaction with the pool being open 24/7 now. They view this as a safety concern and liability. Mr. Fannin advised he would put out a community poll to review feedback.
- Owner expressed concerns with flags that are being left up overnight without being lit properly. The Board advised this can be reported with a photo to management.
- Owner questioned screens, golf cart, and water pressure issues. Mr. Fannin stated the Board is still working on discussing porch screens and replacements for those. They have a proposed contract with Ace Hardware and are working on a process for this. They are also working with a vendor for someone to come out to the Association, Affordable Screen Solutions in Murrells Inlet. He also clarified this is for original screens only, not the frames and not for windows that have been replaced. For the water pressure, Mr. Fannin spoke with GSWSA and they believe the water pressure if affected by the surrounding golf courses running their irrigation at that same time. There is no solution at this time. For the golf carts, are golf carts allowed for units without garages? The Board confirmed this is not permitted. Mr. Prince did note owners can report these instances with a photo to management to be addressed.
- Another owner spoke on the golf cart discussion - and read the SC law for golf cart.
- Owner complimented work order process and updates that are being provided.
- Owner concerned that her shrubs have never been trimmed by the landscaper. Mr. Fannin took the address and will check on this.

VII. NEXT BOARD MEETING

The next Board of Directors meeting is TBD.

VIII. EXECUTIVE SESSION

First Motion
Motion to enter executive session at 3:52pm.

Motion: James Prince
Second: Kathryn Worrell
AYEs: Lori Smith, James Prince, James Fannin, Thomas Smith, Michael Bilow, Kathryn Worrell
NAYs: None

▶ *Resolved*
The motion passed

Second Motion
Motion to exit executive session at 4:20pm

Motion: James Prince
Second: Michael Bilow
AYEs: Lori Smith, James Prince, James Fannin, Thomas Smith, Michael Bilow, Kathryn Worrell
NAYs: None

▶ *Resolved*
The motion passed

IX. ADJOURNMENT

The meeting was adjourned at 4:20pm.

Motion to adjourn the meeting at 4:20pm.

Motion: James Prince
Second: Thomas Smith
AYEs: Lori Smith, James Prince, James Fannin, Thomas Smith, Michael Bilow, Kathryn Worrell
NAYs: None

▶ *Resolved*
The motion passed

APPROVED

7/29/20
DATE