FirstService
RESIDENTIAL

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WYNBROOKE HOMEOWNERS ASSOCIATION, INC.

May Board of Directors Meeting

May 27, 2026 2:30 PM
FirstService Residential
11822 Hwy 17 Bypass S
Murrells Inlet, SC 29576

MINUTES

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

Directors Absent
Michael Bilow - Treasurer

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 ALLIEGENCE

The pledge of allegiance was led by Mr. Fannin.

III. OLD BUSINESS

A. MULCH

Mr. Fannin noted mulch is scheduled to be delivered tomorrow, with one pile placed at the end of Wild Rye. Work is expected to begin on Friday. The Board is still awaiting confirmation on whether crews will be working on weekends, as well as the finalized schedule.

B. IRRIGATION

Mr. Fannin has received a schedule; however, it is organized by programs rather than by road. Once this information is translated into a road-specific format, it will be shared with the community. He also noted repairs are still ongoing.

IV. NEW BUSINESS

A. BANKING ISSUES

Mr. Fannin advised that the Board is requesting access to bank accounts along with additional invoice information. Ms. Lewis requested that these items be formally submitted via email by the Board so they can be properly addressed.

B. FACEBOOK OFFICIAL

Mr. Fannin advised that there is a new official Facebook page, **Wynbrooke HOA Official**. Ms. Worrell noted that residents must answer membership questions to be approved for access. The page can be identified by the Wynbrooke sign featured in the profile photo.

V. COMMITTEE REPORTS

A. LANDSCAPE

Mr. Fannin reported that numerous pink flags are visible throughout the community, marking areas where grass is currently growing in. Residents are asked to gently shoo away any geese seen feeding in these areas.

The landscaping crew will return to their regular Tuesday schedule next week. Trimming work is still in progress and has not yet been completed. The mulch crew will also edge and treat any beds that have not yet been sprayed for weeds. Following the completion of mulching, new flowers will be planted.

B. SOCIAL

Ms. Worrell reported that the committee has been very active. The recent vendor fair raised approximately $300, which was added to the Social Committee fund and used toward the Memorial Day cookout. The event had an excellent turnout.

Another event is being planned around the Fourth of July, and funds from Memorial Day donations—totaling about $190—are expected to help cover the costs.

C. DECORATING

Ms. Smith reported that Terry generously donated flags, solar lights, and a significant amount of time. The committee installed approximately 60 flags throughout the community.

D. SUNSHINE

Ms. Smith reported that the committee has a couple of small surprises planned and may meet again in June or July. Unfortunately, there have been two recent deaths and several illnesses in the community; however, those affected declined offers of assistance.

E. ARC

Mr. Dudley reported that several window requests were submitted and approved. A door request was initially denied due to not meeting the approved color list; however, after being resubmitted with a compliant color, it was approved.

F. INSURANCE

Mr. Fannin reported that Mr. Ken Ashworth was not present; however, all insurance matters are currently up to date. The Certificate of Insurance (COI) is available on Connect for residents to review. He also noted that while an HO6 policy is not mandatory, it is highly recommended.

G. HANDYMAN

Mr. Dudley reported that he and Rick treated the crepe myrtles last fall and again in the spring, and it appears that nearly all of them have recovered. They also assembled and installed the gazebo at the pool.

Additionally, they will be replacing several timers and have checked a breaker that continues to trip. Based on its age and typical lifespan, the breaker will likely need to be replaced.

H. WELCOMING

Mr. Fannin reported that Terry has been very prompt in greeting new neighbors and providing welcome materials. The committee has received positive feedback from new residents regarding these efforts.

I. POOL

Mr. Smith reported that, to date, approximately 46 man-hours of work have been completed. The pool bathrooms are now prepared and ready for painting.

J. FINANCIAL

Nothing to report.

K. RULES

Mr. Fannin reported that the Rules Committee's work is still in progress.

L. INFRASTRUCTURE

Mr. Prince reported that several areas within the community require attention. The Board will forward these locations to management in order to obtain repair quotes. The final pricing from Moore's for sidewalk grinding is still pending. Additionally, there are several low-hanging tree areas that need to be addressed, as they are impacting vehicle clearance.

VI. HOMEOWNER SESSION

- An owner inquired about screen repairs. The Board advised that they are currently working with Ace Hardware to establish an account. They are also developing a process that would allow a purchase order (PO) to be issued to homeowners so they can pick up replacement screens directly, with invoices billed back to FirstService.
  The owner asked when FirstService had previously replaced screens. Ms. Lewis confirmed that this project had been quoted to the previous Board. It was clarified that the Association is responsible for the screen mesh only, not the frames; as the frames are considered original components and are the owner's responsibility if damaged.
- An owner asked about responsibility for window replacements. The Board confirmed that homeowners are responsible for their windows. The owner also asked whether approval is required, and the Board confirmed that ARC approval must be obtained prior to replacement. The Board provided an explanation supporting the need for this requirement.
- Mr. Karus raised concerns regarding a roof leak for the fourth time. The Board acknowledged the issue and stated they would look into it further.
  Mr. Karus also advised that he is replacing his water heater and inquired about the process for shutting off water to the building. The Board confirmed that each unit has its own shut-off valve.
- Ms. Bladeen inquired about the status of her driveway repair. The Board advised that they will look into the matter and follow up with her.

VII. NEXT BOARD MEETING

The next Board meeting is scheduled for June 24, 2026 at 2:30pm.

VIII. EXECUTIVE SESSION

First Motion
Motion to enter executive session at 3:25pm.

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

▶ ***Resolved***
The motion passed

Second Motion
Motion to exit executive session at 3:46pm

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

▶ ***Resolved***
The motion passed

IX. ADJOURNMENT

The meeting was adjourned at 3:46pm.

Motion to adjourn meeting at 3:46pm.

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

▶ ***Resolved***
The motion passed

APPROVED

6/4/26
DATE