FirstService
RESIDENTIAL

WYNBROOKE HOMEOWNERS ASSOCIATION, INC.

October Board of Directors Meeting

October 29, 2024 9:00 AM
FirstService Residential
11822 Hwy 17 Bypass S
Murrells Inlet, SC 29576

MINUTES

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

Directors Absent
None

I. ESTABLISHMENT OF QUORUM & CALL TO ORDER

History

10/29/2024

II. PRAYER & PLEDGE OF ALLEGIANCE

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

III. CONSENT AGENDA

Motion: Joseph Galluccio
Second: Gail Addenbrooke

▶ *Resolved*
The motion passed unanimously

IV. REPORTS

A. PRESIDENT'S REPORT - MIKE BUTRYN

History

See attached report.

Corporate Transparency Act - Mr. Butryn explained the actions needed for the Corporate Transparency Act and advised further action will be required by the Board.

B. VICE PRESIDENT'S REPORT - JOE GALLUCCIO

Mr. Galluccio confirmed they had ARC meeting and now have four committee members with himself being the liaison. The committee has established a new permit to be posted when work is approved. He also advised for Landscaping - The landscaper will meet with Joe for dates and times to perform the recently approved berm project as he came in late in the season and is squeezing in the project between regular jobs.

C. FINANCIAL REPORT - GAIL ADDENBROOKE

Ms. Addenbrooke noted the financial focus is the 2025 Budget. She reminded the community the Budget is tentative on insurance numbers that come in for the March renewal. This year the Board has included line items in the Budget for tree work, increased pest control, gave 10% increase for insurance, and also an allowance of 16k for overage/buffer. Ms. Addenbrooke included a line for Baker of $4000 for a preventative roof inspection program and $18,000 for paying back the line of credit. With this Budget, the dues will increase from $375 to $400 a month, and this will also include and additional insurance assessment of $50/month per unit, for twelve months.

She also noted additional projects in discussion for next year are reserve projects including curbing and gutters, possible asphalt repairs, and addressing the building lightening.

V. OLD BUSINESS

A. IRRIGATION

History

Ms. Addenbrooke explained Conserva gave a proposal for a 3-year contract. The contract is at a reduced rate from the current monthly expenses but also includes fewer inspections.

B. ROOF LEAKS/REPAIRS

History

Mr. Galluccio noted Baker will be providing a cost of their Roof Assurance plan, which is a preventative maintenance plan for the roof conditions. He also advised the roof warranty has been reinstated by the efforts of Jessie with FSR.

C. PARKING GUIDELINES

History

Mr. Butryn advised the Board is waiting for the Association attorney to review the latest proposed parking guidelines.

D. CC&R PROPOSED AMENDMENT VOTE

Ms. Butryn advised the proposed CC&R amendment failed and all guidelines will revert back to current documents, which the Board will be required to enforce.

E. PAINTING

Ms. Addenbrooke advised the Board is working on reviewing the quotes obtained for painting of gables and peaks throughout the Association.

VI. NEW BUSINESS

A. LANDSCAPER - SCHEDULE OF SERVICES & SCOPE OF WORK

History

Mr. Galluccio advised he will be working with the landscaper to confirm their scope of work and schedule of services for the off season.

B. CHARTER - PROJECT OBSERVER

Mr. Butryn confirmed the Board appointed Ms. Hayes to chair the Project Observer Committee. This committee will be committed to check projects, proposals, and to assess bids comparison.

C. BLOG RESPONSE

Mr. Butryn addressed the concern of the Board not responding to the Blog. He reminded the community all questions and concerns should be addressed through the correct manner, which is FirstService

Residential or by submitting inquiries on the Connect Portal.

VII. HOMEOWNER FORUM

Hayes - Is $50 insurance assessment in addition to regular assessment - Gail advised yes. Is mulch included this year? Per Gail, yes, it is. Ms. Hayes also noted the Board should address blog post in timely manner.

Linda - Owner states she has been in and out of portal and it is not user friendly, she would like a website. She also asked what amendments passed. The Board confirmed nothing passed. She asked about the berm on Wilshire. What are they cleaning? Joe confirmed they are not cutting trees. Joe reached out to the landscaper to work with the owner.

Diana Blessing - Stated during termite inspections, they did not show up to her unit. Per Gail, Ms. Hayes will add this to her list to check the scope. She asked for replacement signs of the street signs that are no longer legible. Mr. Butryn directed Management to replace the signs. The owner questioned the painting scope of work and Ms. Addenbrooke advised Ms. Hayes is meeting with vendor for specifics. She also confirmed the Villas would not be included. Owner asked for the timeline of inspections since the CC&R Vote did not pass. The Board confirmed they will be working on notification to owners. Owner questioned the pool closing process. The Board confirmed Ken's Pools will be putting away pool chairs and umbrellas. Owner noted she is willing to help if volunteers are needed. Owner questioned rentals throughout the community- Anyone can report rentals to BOD. Response Time - Owner upset with response time. Advised correct process and will send out flyer as a reminder.

Terry Dagen - Owner advised the termite inspector that completed the inspection on the upper floor and was terrific. He made mention to the Board that the Handbook is not in compliance with CC&R's. He addressed Gail - Questioning the Assets in account "119 Poplar Loan Proceeds" account for $10,000 - Ms. Addenbrooke confirmed that money has to sit there for the roof loan the association holds. The loan requires those funds to be available in that account until the loan is paid in full. He asked where the interest goes and Gail confirmed the interest goes into interest income. Owner questioned the many things are happening that do not appear in minutes. The Board confirmed they approve the consent agenda, where the votes are ratified in the minutes.

Motion: Curtis Gray
Second: Joseph Galluccio

▶ *Resolved*
The motion passed unanimously

VIII. EXECUTIVE SESSION

IX. NEXT BOARD MEETING

X. ADJOURNMENT

The meeting was adjourned at 10:42 am.

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

▶ *Resolved*
The motion passed

Joseph Galluccio

APPROVED

12/2/24

DATE