WYNBROOKE HOMEOWNERS ASSOCIATION, INC.

Special Board Meeting

October 15, 2025 2:00 PM
FirstService Residential
11822 Hwy 17 Bypass S
Murrells Inlet, SC 29576

MINUTES

Directors Present

Kathryn Worrell - Director
Michael Bilow - Director
Thomas Smith - Director
James Fannin - Director
James Prince - President
Lori Smith - Director

Directors Absent

Additional Attendees

Jessie Lewis, Community Manager, FirstService Residential
Trish Elko, Regional Director, FirstService Residential

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I. CALL TO ORDER

The meeting was called to order at 1:59pm.

II. APPROVAL OF MINUTES

Motion to approve special meeting minutes held on 10/15/2025.

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

▶ ***Resolved***
The motion passed

III. NEW BUSINESS

A. BOARD ORGANIZATION

The Board conducted a reorganization and elected officers as follows:

- **President:** Ms. Smith nominated Mr. Fannin; seconded by Mr. Bilow.
- **Vice President:** Mr. Fannin nominated Mr. Prince; seconded by Ms. Worrell.
- **Secretary:** Mr. Fannin nominated Ms. Worrell; seconded by Ms. Smith.
- **Treasurer:** Mr. Fannin nominated Mr. Bilow; seconded by Ms. Smith.
- **Directors:** Ms. Smith and Mr. Smith will serve as Directors.

B. WORK ORDERS

The Board discussed several open work orders that are being addressed. Ms. Lewis confirmed that management is actively working on all open work orders related to roofs, siding, shutters, mailboxes, concrete, and irrigation.

Mr. Prince recommended forming a committee to develop a more detailed scope of work to provide to vendors for estimates on the landscaping requests. The Board is in the process of obtaining volunteers for this committee.

It was also noted that screen replacements will be covered for original patios only; patios that were enclosed after purchase will not be covered by the HOA.

C. COMMITTEES

Mr. Fannin presented a draft email and an updated committee list for the Board to discuss. This information will be distributed to the community prior to the Meet and Greet event on Saturday, where residents will have the opportunity to sign up for committees.

D. MEET AND GREET

The Meet and Greet will be held at the pool on Saturday, October 18, 2025, at 1:00 p.m. The event was announced in the most recent newsletter, and a reminder email will be sent to all residents. This event will provide an opportunity for community members to meet the new Board and learn about or sign up to volunteer for committees.

E. HALLOWEEN EVENT

The Board discussed plans for a Halloween event to be held at the pool. Additional details will be shared at the Saturday Meet and Greet and will also be distributed via email. Volunteers will be requested to assist with decorations.

F. WEBSITE

Mr. Fannin provided the Board with an update on his conversation with Mr. Richey regarding the Wynbrooke website. The Board will also seek community members with the necessary expertise who could potentially assist with keeping the website updated.

G. TOWING CONTRACT

The Board expressed dissatisfaction with the current towing company and voted to terminate the contract, effective 30 days from today. The Board also directed that a notice be issued instructing the company not to come on the property during this period.

Motion to terminate Precision Towing Contract.

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

▶ ***Resolved***
The motion passed

H. RULES

The Board will be soliciting volunteers for a committee to review the most recent Rules and Regulations. Ms. Elko reminded the Board that the Rules and Regulations should be recorded annually. She recommended leaving the current rules in place until the Board reviews and formally adopts any updates, at which time the new rules will be recorded.

IV. EXECUTIVE SESSION

First Motion
Motion to enter executive session at 3.18pm.

Motion: James Fannin

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

- ***Resolved***
  The motion passed

Second Motion
Motion to exit executive session at 3:29pm.

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

- ***Resolved***
  The motion passed

V. ADJOURNMENT

The meeting was adjourned at 3:52pm.

Motion to adjourn at 3:52pm.

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

- ***Resolved***
  The motion passed

APPROVED **DATE**

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