

THE WESTBROOK TOWNHOME CONDOMINIUM ASSOCIATION

A Non-Profit Corporation

MINUTES of the

BOARD OF DIRECTOR'S MEETING

November 25, 2008

1. Call to order.

SGM called meeting to order at 7:39 with Andrea Rayla and Dorie McArthur present.

2. Reading and disposal of any BOD meeting minutes.

Minutes of October meeting approved and placed on file.

3. Treasurer's report.

Reports were reviewed and placed on file subject to audit.

4. Correspondence.

1. Receipt of Mark Sayer bids for roofing repairs.
2. Receipt of IRS letter; Dorie to send follow-up letter regarding non-profit status, reporting cycle, and previous filings.

5. Business

1. Snow removal discussion
  - Discussed all bids; Awarded bid to Don Simmons for the month of December. Resume talks with Satori representative for future months.
2. Taxes discussion
  - Discussed outstanding amount but pends discussion with Satori representative.
3. Outstanding assessments
  - Approved lien for all past due units except for the Westbrook/Satori properties and units 1968, 1970, and 1971.

6. Adjourn at 9:15 p.m.