

5111-1-1-1

THE WESTBROOK TOWNHOME CONDOMINIUM ASSOCIATION
A Non-Profit Corporation

MINUTES OF THE May 5, 2009
BOARD OF DIRECTOR'S MEETING

1. Call to order: Meeting was called to order at 7:35 p.m. with Dorie, Andrea, Lindsay, Erik, and Sue, and guest Terri Zdanowitz of All-Pro Realty and Property Management.
2. Reading and disposal of any BOD meeting minutes: Dorie moved to approval of the April 26th minutes; Andrea second. Motion passed.
3. Treasurer's report: Treasurer's reports accepted; placed on file subject to audit.
4. Presentation by Terri Zdanowitz of All Pro-Realty
5. Correspondence: Checks and bills received; received delinquent tax bill that we will look into further.
6. Old Business
 - a. Discussion of recommendations to the Budget & Special Assessment:
Reviewed four budgets. The board will recommend the adoption of the budget that will recommend a \$35 per unit increase with property management plus a special assessment of four payments of \$250 each payable on dates June 30th 2009, December 30th 2009, June 30th 2010, December 30th 2010. Andrea motioned to approve; Erik second. Motion passed.
 - b. Review process for Annual Meeting: Sue will give rough outline of presentation to be viewed by the board prior to the meeting.
 - c. Outstanding Assessments: No action taken
 - d. Spring Clean up Day: Set the date for Saturday, May 30th. Andrea will type up a letter announcing the date for spring clean up. Letter will include a second reminder for the annual meeting and include our intention of recommending a management company at the annual meeting. Lindsay will send out the letter Wednesday, May 7th.
 - e. Reviewed and discussed estimates for Jan Collver's unit. The board agreed that the second estimate given was more of a permanent fix. The second estimate proposed that the outside tile is plugged somewhere or collapsed.
 - f. Reviewed one estimate for roof repair. Waiting on other bids.
 - g. No new estimates on asphalt repairs. Lindsay will contact Belden Asphalt to see how much for a fill in.
7. New Business
None
8. Sue and Dorie will meet to finalize the budget.
9. Adjourn: Meeting was ended at 10:31 p.m.

approved June 7th 2009