

THE WESTBROOK TOWNHOME CONDOMINIUM ASSOCIATION

A Non-Profit Corporation

MINUTES OF BOARD OF DIRECTOR'S MEETING

September 15, 2009

1. Call to order: President called the meeting to order at 7:20 p.m. Lindsay Goodrich was absent.
2. Reading and disposal of any prior BOD meeting minutes: The August minutes were placed on file as presented.
3. Management Agent's report: Terri gave a recap of activities including that the electrician was coming on Friday regarding the outside lighting. Terri will call the IRS regarding requisite reporting needs. Terri will call Dave Rice to confirm drywall in issue. Terri's staff will prepare the accounting information so that Susan can prepare liens. Susan will call Karl Schelling about road repair. Susan will call Don Peske about stoops.
4. Treasurer's Reports: were placed on file. It was decided that we would resume allotting money into the reserve accounts.
5. Correspondence: None.
6. Old Business.
  1. Landscaping review – Fall Spring clean up? Board decided to forgo this given the timing and availability of members.
  2. Special Assessment review / Roof Replacement Finalized: Dorie moved and Andrea seconded that we hire Billie White Roofing under the quote of \$12,680 and use the Certainteed Landmark Weathered Wood shingles. Motion carries.
  3. Mailbox on west side: Pam advised that the Post Master said we can't have a replacement box.
  4. General letter on rules and policies: Progress is beginning.

7. New Business.

1. Trash receptacles: we will leave the two 6-yard dumpsters but Terri will have her staff quote to build a new fence around dumpster.

8. Set next meeting date: Board approved the third Tuesday of the month through January: October 20, November 17, December 15 (Terri absent), and January 19.

9. Adjourn at 9:25 p.m.