

THE WESTBROOK TOWNHOME CONDOMINIUM
ASSOCIATION

A Non-Profit Corporation

BOARD OF DIRECTOR'S MEETING FEBRUARY 16th 2010 MEETING

MINUTES

President Sue Murphy called the meeting to order at 7 :20 pm

Lindsay read the BOD meeting minutes from the January 15th. Minutes were approved and placed on file.

Treasurer's report was received and placed on file subject to audit.

Management Agent's Report- Received a call from unit 4529 water coming up by well. Terri called a Mr. Doug Brewer. The cause was a hole in a pipe. Quote was received from Doug Brewer, which estimated a cost to replace the pipe as \$1450 to \$1,550. Andrea motioned to pay Mr. Brewer to fix the well behind 4529. Pam second. Motioned carried.

Tax accountant filled out the 1120 form and will fax it to Terri.

Correspondence- More foreclosure notices for Satori units were received. All-Pro sent out forms asking the original 12 owners if they would like their credit applied to their account or reimbursed. All-Pro also sent out a form asking for updated mortgage information for each unit.

Old Business:

Liens = Erik was filed. Lindsay still needs to do Manley.

Sidewalk issues- Sidewalks were shoveled the evening of the big snow but not in the morning. Only the driveways were plowed. Hired work was told to shovel in the morning as well for the next time.

New Business:

Annual Meeting agenda preparation.

Fiscal period ByLaw amendments- We are going to file with the IRS January 31st through December 31st.

Budget proposals-Discussion took place of what areas in the budget needed the most funds. No action was taken.

Summer lawn care goals- Discussion of putting aside funds for a Spring and Fall clean up.

The next board meeting date was set for March 9th, 2010 at 7: 15 pm.

Meeting was adjourned at 8:26 pm.