

The Westbrook Townhome Condominium Association

A Non-Profit Corporation

Minutes of

BOARD OF DIRECTOR'S MEETING

January 19th, 2011

Members Present: Don Hickman, Susan Murphy, and Doug Nowlin. Also present was Terri Zdanowitz (from All-Pro Realty)

Meeting was called to order at 5:40 pm.

Minutes from the last meeting were reviewed. Motion by Doug, second by Susan to accept the minutes as written. Motion carried.

Treasurer's report was reviewed and will be placed on file subject to audit.

Delinquent accounts were discussed at length. Note that property tax foreclosure notice was received on unit #43. Westbrook Lien was placed on unit #45 for assessment dues.

Unit #34 asked All-Pro if they could pay only \$2,500 of the balance on their account and write off the difference. Board decided no because they have never done this for any other owner in the past and do not want to do it in the future either. What they did agree to do is not charge late fees on the past due amount if they keep current with the monthly dues, as we are doing for Satori.

Terri will send out a request to the owners to obtain mortgage information if missing. We will then review the updated list and can do a title search on the units that we still have no mortgage information on. The goal is to foreclose on the delinquent properties if financially beneficial. But research is needed to determine if possible.

Motion by Susan second by Doug to approve the expense, as quoted, to fix the interior damage of unit #1959 due to a past roof leak. Motion carried.

Snow removal was discussed and feedback was unsatisfactory. Terri will contact both vendors to request improvement. A letter will also be sent to all

owners and all residents to inform them to move their vehicle when the snow plow truck is there because they do not shovel around the cars.

Repairs on Heather Huff's basement (by Mr. Sponge) will be done on 1/20/11.

Light at main drive still is not working. Terri will determine if it belongs to WB or Consumers Energy and fix as appropriate.

There are several satellite dishes installed throughout the complex that are in violation of the by-laws. They must be inside the patio area. Terri will send out notice to remove these by a certain date and if not, All-Pro Maintenance will take them down, repair the common property if needed, and invoice the owner.

Existing fences are also in violation of the by-laws and Terri will inform owners to remove, or they will, at a charge to the owner.

Adjourn: At 6:42 pm.

***Amended March 15th, 2011 meeting:**

Motion was made and seconded to write off \$165.00 in past due dues on Unit #13, 1958 Westbrook, because of Sheriff sale.