

The Westbrook Townhome Condominium Association
A Non-Profit Corporation
Minutes of
BOARD OF DIRECTOR'S MEETING
July 20, 2011

Members Present: Don Hickman, Susan Murphy, Beth Harshbarger, and Brenda Niswander. Also present was Terri Zdanowitz (from All-Pro Realty).

Meeting was called to order at 5:32pm.

Minutes from June were reviewed. Motion by Brenda, second by Susan to accept the minutes as written. Board voted and approved. Motion carried.

Treasurer's report are placed on file subject to audit.

Management Report - Weeding was done. Window wells were checked and a lot of them are bad. Terri got an estimate of \$62.00 per window. We will need 100 done. Motion by Susan to replace all window wells not to exceed amount of \$6,200. Seconded by Beth. Board voted and approved. Motion carried.

Mailboxes were re-wrapped.

Old Business:

Bee spraying was done.

Beth updated the Board on the changes she made to the website.

Mulch report—Terri will follow up with Total Home and Lawn Care, LLC about doing the rest of the buildings.

Beth gave a quote from Office Depot for printing of Purchaser and Developer books. Susan motioned that we move \$250.00 from the Professional Fees Account to the Administrative & Office Expense Account to cover the cost of printing the Ownership Condominium documents. Seconded by Brenda. Board voted and approved. Motion carried. Beth will go to Office Depot to have them printed, Terri will pick them up.

New Business:

Parking lot—will table until next year.

Discussed lawn care budget. Will table at this time.

Special Assessments or dues increase - Susan moves that there be no Special Assessments or dues increase in 2012. Brenda seconded. Board voted and approved. Motion carried.

Will discuss Annual Meeting agenda in September.

Meeting adjourned at 7:15 pm.

Next meeting will be on September 8th, 2011 @ 5:30 pm at Terri's office, All-Pro Realty and Property Management, off Lansing Ave..

* Meeting moved to September 6th, 2011 @ 5:30 pm at All-Pro Realty and Property Management.