

The Westbrook Townhome Condominium Association
A Non-Profit Corporation
Minutes of
BOARD OF DIRECTOR'S MEETING
September 6, 2011

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

Meeting was called to order at 5:52 pm.

Minutes from the last meeting were reviewed. Amendments needed on page two are:

#1...”no special assessments or dues increase in 2012”

#2...”Will discuss annual meeting agenda in September” should be the second sentence on that page.

#3...Fourth paragraph ...replace “rents” with “realty and property management”

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

Brenda notified the board that #4528 has excessive vehicle & visitor activity and the word “liars” was written on one of their cars. Call 911 if you see illegal activity. Terri to write warning letter to owner referencing section 4, nuisance section.

Discussion on Heather Huff’s request to have motion lights in the front and back of her condo. Approved. Don will research the feasibility of installing them in the fronts of the complex as a possible future project.

Motion by Susan to have Brewer’s service all tanks and pumps for preventative maintenance. Seconded by Doug, approved by all, motion carried.

Tax sale on Michael Manley’s condo extinguished our lien. We have not been officially notified who the new owner is.

Received letter from Trott & Trott stating that the sheriff sale on #4633 is 7/20/11 and our junior lien will be eliminated upon completion of foreclosure.

Board discussed our options in collecting delinquent association dues. Decided we are doing all that we can legally do on these accounts.

We are unhappy with the work of this year's lawn service and will continue to work with them on improvements but consensus is to use a different company in the future. Lawn and snow bids are being obtained and will be reviewed at the next meeting.

Renewal of insurance policy was received and price went up just \$24/year.

Motion by Susan to sign a 2 year management contract with All-Pro Realty & Property Management, seconded by Brenda, approved, motion carried.

Reviewed 2012 proposed budget. Motion by Susan, seconded by Doug to recommend it be approved by the association at the annual meeting.

Reviewed agenda for the 2012 annual meeting and notification (notice, agenda, proxy & proposed budget) will be mailed no later than next Friday.

There will be two positions open, as Brenda is not going to run again and Beth will be resigning. Don will contact owners for consideration of running for the board at the 10/18/11 annual meeting election.

Next Board meeting will be immediately after the October 18th annual meeting.

Adjourn: At 8:26 pm.