

The Westbrook Townhome Condominium Association

A Non-Profit Corporation

Minutes of

BOARD OF DIRECTOR'S MEETING

June 6, 2012

Members Present: Doug Nowlin, Don Hickman, and Lisa McCurdy. Heather Onweller joined the meeting @ 4:10PM.

Also present was Terri Zdanowitz (from All-Pro Realty) and Beth Harshbarger (from #15).

Meeting was called to order at 4:06 PM.

Minutes from March 20, 2012 were reviewed. Motion by Lisa, second by Don to accept minutes as written. Board voted and approved. Motion carried.

Minutes from April 16, 2012 were reviewed. Motion by Don, second by Lisa to accept minutes as written. Board voted and approved. Motion carried.

Treasure's report: Terri has the report.

Management report and correspondence: Terri received 23 notices from Jackson County Treasurer on back taxes for Satori units.

Old Business

Walk through results. - Shingles above #1970 and #4554 needing replacement.

-Tree removal needed behind #4532 within fenced area of neighbors patio area.

-Terri will check bushes around air-conditioners units.

-Don talked to several owners about replacing the patio fences. Most just want them replaced as needed instead.

-Terri is to get quotes for paving parts of our drives. Talk about quotes in next meeting to have a direction to talk with owners at annual meeting.

Pump in unit # 1960. Don made a motion to amend the March 20, 2012 minutes to change tank to pump. Second by Lisa. Board voted and approved. Motion carried.

Heather motioned to amend March 20, 2012 minutes to change cost of tank from \$1,966.55 to \$2,153.00. Take and move \$2153.00 from 2012 Snow plowing fund and move it to the pump fund. Second by Don. Board voted and approved. Motion carried.

Mail boxes. Outgoing mail can be mailed safely through east end mail boxes. There is a locked outgoing box in their mail boxes.

Terri to send out letters to all owners, and units about some bylaws not being followed. Letter is to keep everyone informed about association's bylaws.

Heather and Don will start to take pictures of units and buildings to make a time line that will document what the buildings look like. This is to keep any changes to common grounds noticeable. Any unapproved changes to common grounds will be handled according to the Association by-laws.

Terri will call Johnson Sign to get up date on our designs.

Yard sale. Don received \$150.00 from Rita. As funds build up, will go to wheelchair access to sidewalks.

Arbor Stone quoted 3 step/unit @ \$350.00 per unit. We will replace steps as needed.

Unit #4552 garden is permitted through doctor's note. Note is kept in record.

Next meeting. September 12, 2012 @3:00PM in Don's unit #1969.

Meeting adjourned @ 6:00PM.