

The Westbrook Townhome Condominium Association
A Non-Profit Corporation

Association Special Meeting
April 13, 2016

1. Call to Order: Susan called the meeting to order at 7:06 p.m. Attendance was taken by sign-in sheet. 2 proxies were provided. 18 voting units were represented.
2. Discussion Board recommendation for special funding of the roof replacement at \$1,000 per unit in 4 installments: September 1, 2016; December 1, 2016; March 1, 2017; and June 1, 2017.

General discussions entailed the delinquent accounts and what are the options if someone doesn't pay.

Dennis Brooks advised that he had been looking into lending options to cover the delinquency on all of his units. If he can successfully obtain a loan to cover the delinquency, he will advise the board so that an adjustment can be made to the special funding for all properties. He may have the information by late August. President Murphy advised that we could discuss any offset at the October Annual meeting.

The attendees were advised that replacement of roof on building 3 was already in the budget, and that the special funding was for buildings 1 and 2. Owners were advised that units already in default for failing to pay dues had liens filed. If a unit did not pay their respective portion, we would lien the property if necessary and seek additional budget changes if there were insufficient funds to cover the roof replacement expense.

Voting was done by secret ballot. The voting was 15 for and 3 against. The proposal carried.

3. Adjourned at 8:39 p.m.