

Westbrook Townhomes Condo Association

Minutes of Board of Directors' Meeting

July 19, 2016

- I. Call to Order at 6:45 p.m. at Moore residence. Everyone was present.
- II. Approval of Minutes from last meeting: Susan to meet with Paula to review all minutes and provide via e-mail. Dates needed include correction to December 8, March 15, April 13, and June 14.
- III. Treasurer's report: Received, general discussion, and placed on file subject to audit.
- IV. Agent's report  
Eradico has increased their monthly charge by \$3.00.  
No information on the lawsuit; Terri will contact agent to see if he knows anything.  
Received additional tax foreclosure notices; will monitor.  
Marcy moved to ratify the e-mail vote approving Top Notch Tree Care to handle landscaping issues at a not to exceed price of \$950. Phil seconded. Carried.  
Terri advised that Axion is estimating second week of August to have the equipment available to do the roof of building 3. Discussion ensued about the internal repairs to Unit 1967. Marcy moved to contract with Aarow Construction at a not to exceed price of \$3,460 for repairs to the 1967 unit within repairs to begin after roof is replaced. Ken seconded. Carried.  
Special meeting roof funding letter to be done by Susan and Paula on Wednesday.
- V. Old business  
Replacing tank unit 4645 on 7/21. This is the last tank to be replaced.  
Gutters have been reattached on two buildings; three remain.  
General discussion of remaining spring walk through items. The repair to door frames should be included in the 2017 budget.  
Don P has not answered his door to discuss the filming issue with Paula and Phil.  
The sprinkler incident seems to be resolved between Units 4552 and 4548.