

The Westbrook Townhome Condominium Association
A Non-Profit Corporation

Minutes for the Board of Directors' Meeting
March 15, 2016

1. Call to Order: Susan called the meeting to Order at 6:41 p.m. at her unit. All members and Agent present.
2. Reading and disposal of prior Minutes: Phil moved approval of January Minutes. Marcy seconded. Carried.
3. Management Agent's report – Terri reported that she has been working with Granger on projects on other properties. They looked us and gave us a quote \$43.16 less than Emmons. Emmons met the quote, so that worked out. Terri received the property assessment – our bill is up \$3.00; taxable value up \$67, but assessed value went down \$1,250. We filed a lien on Unit 11. The special meeting notice for April was sent out.

4. Treasurer's report

Discussion of new format. Snow removal expense is down because we budgeted \$6,000 with all of January only \$440 spent. Reviewed the February 29 report. Phil moved to place on file subject to audit. Ken seconded. Carried.

5. Correspondence

See Management Report

6. Old Business:

- a. Snow removal company – We need to review new companies for next year.
- b. Management Agreement – Insert that staff gets \$30 per hour, but it is \$35 after hours and they get \$.40 per mile for travel. Resubmit for board review.
- c. Special meeting for roof funding – Susan reported on Satori discussions and its willingness to support the funding. Bylaws require 11 members / proxies present; Susan to consult with attorney regarding required number to pass the funding. The company will be Axion construction.
- d. Unit 1969 Wall leak: Terri to follow up on status.
- e. Dog barking issue with units 4643 and 4645: Phil and Paula will go speak with the respective unit occupants to evaluate the situation, including Unit 4647 and report back.