

THE WESTBROOK TOWNHOME CONDOMINIUM ASSOCIATION

A Non-Profit Corporation

Minutes of the
BOARD OF DIRECTOR'S MEETING
May 20, 2014

1. Call to order: Susan called the meeting to order at 6:41. All present except Heather. Meeting at Don's unit.
2. Treasurer's Report—Heather moved and Don seconded that the treasurer's report be placed on file subject to audit. Motion carried.
3. Management Agent's report: handled with old business.
4. Correspondence: 21 late notices regarding Satori property; usual process. New owner in Unit 4547. Received bankruptcy notice on Unit 4520 – owner is current to us, but Agent to verify if we need to do anything.
5. Old Business.
 - a. Basements: After discussion, Phil moved that the Board authorize Agent to enter into an agreement with Stay Dry, not to exceed \$3500, to repair basements in Units 1956 and 4537. Don seconded. Carried.
 - b. Driveway: After discussion, Don moved that the Agent be authorized to enter into a contract with Belson Asphalt for repair of the asphalt with the money to be come from the reserve asphalt, fence repairs, and cash reserve. Phil seconded. Carried.
 - c. Bees: Phil moved that the Agent entered into an agreement not to exceed \$1,000 to have the property sprayed to address the bees as part of the Spring Walk through items as best she can within the budget. Don seconded. Carries.
6. New Business
 - a. Budget: open discussion on budget thoughts. No final decision made.
7. Adjourn: Meeting adjourned 8:48 p.m.