

The Westbrook Townhome Condominium Association

A Non-Profit Corporation

Minutes for the meeting of the Board of Directors (BoD)

October 18, 2016

1. Call to Order: Meeting called to order by President Phil Moore at 8:31 p.m. following Annual Meeting: Members present: Phil Moore, Ken Gibbs, Rita Dorn, Paula Moore, Marcy Bradley, and Agent Terri Zdantowicz. Board to be filled as follows: President – Phil Moore, Vice-President – Ken Gibbs, Treasurer – Marcy Bradly, Secretary – Paula Moore, Member at Large – Rita Dorn.
2. Approval of Minutes: Motion by Marcy to approve minutes from September 29,2016 with changes. Seconded by Ken. Motion carried.
3. Treasurer's Report: Addressed at Annual Meeting. Budget for 2017 passed.
4. Agent's Report: EPM Grounds care \$8,575.00 April 1st through Oct. 31, snow removal from EPM quoted at 8,000.00 November 1st through March 31st. This to include fertilizing and weed control. Motion to accept made by Marcy, seconded by Rita. Motion carried. Drain quote from Lester Bro. Phil to meet with them. Vote to be done via email.
5. Old Business: Management Agreement changes as discussed will be made by Marcy and sent to Phil to sign. Foundation issues discussed. Approved repair of unit#1957 at 1820.00, unit #1955 at 1820.00, unit #4544 1820.00, unit #4548 2720.00. Unit #4647 to be done Jan 17, 2017.
6. Adjourn: Next meeting scheduled for December 13, 2016 at 3:00. Meeting adjourned at 9:06 p.m..