

THE WESTBROOK TOWNHOME CONDOMINIUM ASSOCIATION

A Non-Profit Corporation

Minutes of the  
BOARD OF DIRECTOR'S MEETING  
November 19, 2013

1. Call to order: President called meeting to order at 6:47 p.m. Ken, Don, Phil, and Susan present. Heather was excused.

2. Reading and disposal of any prior BOD meeting minutes. Motion to accept by Ken; seconded by Phil. Carried.

3. Management Agent's report:

The dog in unit number 4553 was addressed again with the dog either being muzzled or removed.

The new agent for Satori has been change. The new agent is Pamela Adams and Edward Stiger, located in unit 4537. Agent will send an introductory letter to Satori's agent along with a copy of the bylaws.

President will supply Agent with the Board's holiday letter for distribution to the owners.

4. Treasurer's Report:

Agent will double check where the Brewer's bill was applied. Report is placed on file subject to review.

5. Correspondence.

No new correspondence has been received.

6. Old Business.

a. Asphalt repair /Long term options – President will attempt to call Satori for discussions based on what occurred during the annual meeting.

b. Website issues – website is up and running. We will announce in the holiday letter.

c. Water re-tests – Brewer's retested the water. Two buildings are still an issue needing to re-chlorinate. Brewers expect that to be completed before the Thanksgiving Holiday. Agent will notify the Board as to the third