

**Westbrook Townhome Condominium Association**  
**A Non-Profit Corporation**  
**Minutes of BOD**

Date: January 23, 2018

1. Call to Order: Call to order 4:36. Members present: Phil Moore, Terri Zdanowitz, Marcy Bradley, Ken Gibbs, Paula Moore.
  
2. Approval of Minutes: Still working on Annual minutes: Will need to be approved next meeting. Minutes for January 23, 2018 reviewed and approved. Motion made by Marcy to approve. Ken seconded. Motion carried.
  
3. Treasurer's Report: Financial report review completed.
  
4. Agents Report: Discussed delinquent accounts for Association dues. Unit 19 lien has been filed.
  
5. Correspondence:
  
6. Old Business:
  - a. Discussion of contracts with The Hobbit regarding snow removal, lawn care, and landscaping.
  
7. New Business:
  - a. Rita Dorn has resigned the Board. Marcy made motion to leave the Member at large position open until a vote at the annual meeting. Ken seconded. Motion passed.
  - b. Replacement of mailboxes for buildings 1, 2, &3 discussed. Discussed between different options of adjusting structure. Paula will talk with Spring Arbor Township Post Office to get their suggestions and options on vendors meeting appropriate standards.
  - c. All Pro will get quotes on Spring clean-up and eave clean out.
  
8. Adjourned: 5:45 p.m.
  
9. Next meeting: April 19, 2018 at 4:30, at 4545.