

The Plaza at Dunn Loring (TPDL) (aka Westbriar Plaza)

Board Meeting

12/16/2013 Minutes

Meeting called to order by Deborah Howard at 7:17 pm, 12/16/13

Attendance: Directors present: Sara Wachspress, Ina Nenninger (Call in at 730p) Kenny Shealy, Doug DiSabello and Deborah Howard.

Managing Agent: Derenda Culligan present

Vice President Deborah Howard noted that a quorum was Present at the Meeting

Unit Owners Forum: A.) No owner present.

Motion to approve minutes from November 2013 Board meeting: Deborah Howard motioned, 2nd the motion by Sara Wachspress, motion passed by unanimous vote.

Motion for Deborah Howard to take the position of Vice President and Douglas DiSabello to take the position of Secretary. Treasurer Kenny Shealy motioned and Sara Wachspress 2nd the motion, motion passed by unanimous vote

Management Report:

Motion to ratify unanimous e-mail vote for flat roof repair. Sara Waschspress motioned and seconded by Vice President Deborah Howard.

Motion to approve painting contract from Creative Contractor for painting of all common building area internal walls and doors. Motioned by Sara Wachspress and seconded by Secretary Douglas DiSabello.

Motion to adjourn the meeting at 9:30pm. Motioned by Sara Wachspress and seconded by Secretary Douglas DiSabello.