

**The Plaza at Dunn Loring (TPDL) (aka Westbriar Plaza)**  
**Board Meeting – 11/21/13**  
**Minutes**

- Meeting called to order by President at 7:08 pm, 11/21/13
- Attendance: Directors present: Sara Wachspress, Ina Nenninger, Kenny Shealy, Doug DiSabello and Deborah Howard. Managing Agent: Derenda Culligan present
- President noted that a quorum was Present at the Meeting.
- Change in board positions due to new members. Doug will now be secretary, Sara will remain the representative to the MetroPlace board.
- **Motion** to approve minutes from August Board meeting: Ina Nenninger motioned, Kenny Shealy 2<sup>nd</sup> the motion, motion passed by unanimous vote.
- **Unit Owners Forum:**
  - a. None.
- **Management Report:**
  - **Motion** to pay Creative Contractors \$15,500 to complete roof work. Kenny Shealy motioned, Ina Nenninger 2<sup>nd</sup> the motion, motion passed by unanimous vote.
  - **Motion** to pay Creative Contractors \$3,910 for three interior repairs due to roof leaks. Kenny Shealy motioned, Doug DiSabello 2<sup>nd</sup> the motion, motion passed by unanimous vote.
  - **Motion** to pay Mr. Kim \$400 for sub-floor due to gutter overflow. Kenny Shealy motioned, Ina Nenninger 2<sup>nd</sup> the motion, motion passed by unanimous vote.
  - **Motion** to approve repairs for dryer-vent interior damage 2663, 104, up to \$2,550. Kenny Shealy motioned, Doug DiSabello 2<sup>nd</sup> the motion, motion passed by unanimous vote.
  - **Motion** to pay Jeff for misc repairs to do Manhattan Place sign (\$50), 2665 Stairwell door #52 (\$80), and Clubhouse bathroom door locks (\$180). Ina Nenninger motioned, Kenny Shealy 2<sup>nd</sup> the motion, motion passed by unanimous vote.
- **Officer Report(s) –**
  - None provided
- **Motion** to go into Executive Session to discuss financial and individual unit issues at 9:53 pm: Kenny Shealy motioned, Ina Nenninger 2<sup>nd</sup> the motion, motion passed by unanimous vote.
- **Motion** to come out of executive session at 9:55 pm: Kenny Shealy motioned, Sara Wachspress 2<sup>nd</sup> the motion, motion passed by unanimous vote.
- **December meeting** will be held December 16<sup>th</sup> instead of December 19<sup>th</sup>, due to the holidays.
- **Motion** to adjourn meeting at 10:00 pm. Sara Wachspress motioned, Ina Nenninger 2<sup>nd</sup> the motion, motion passed by unanimous vote.

*Sara Wachspress*  
*10/16/2013*