

# **The Plaza at Dunn Loring (Westbriar Plaza) Board of Directors Meeting Minutes**

Date: September 17, 2015 Time: 7:00pm

Board Members Present: Sara Wachspress, Debora Howard, Ina Nenninger

Management Present: Crystal Terrant,

Guests Present: Joann Lighty

Meeting was called to order at 7:09.

Open Forum:

**Minutes:** Ina moved to approve the June minutes with one change, Sara seconded and the motioned carried.

## **Unfinished Business:**

Ina motioned to approve the Color Expressions contract for exterior painting, Deborah seconded and the motion carried.

Ina approved to have the grass area converted to concrete at the same time the Metro Place concrete is done, Sara seconded the motion and the motion carried.

## **New Business:**

Ina made a motion to award the 2016 grounds maintenance contract to AL&L, Deborah seconded the motion and the motion carried.

Sara motioned that Sara, Deborah, Ina and Management will work together to come up with a master plan for additions and replacements for the board to use as a guide in the upcoming year. Deborah seconded the motion and the motion carried.

The annual meeting has been scheduled for October 15, 2015 at 7:00PM and notice has been mailed out. Management will order refreshments to serve at the meeting.

The next Board of Directors meeting will be November 19, 2015 at 7:00.

Meeting Adjourned: 9:12pm.