

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

Date: October 12, 2016 Time: 7:00pm

Board Members Present: Sara Wachspress, Larry Lighty, Landon Derentz, Ina Nenninger

Management Present: Crystal Terrant, James Hill

Homeowners Present: none

Guests Present: Jennifer and Vincent from SC Companies, Mike Brown from Browns Insurance

Meeting was called to order at 7:05.

Landon moved to approve the September minutes, Ina seconded the motion and the motion carried.

Mike Brown gave an insurance presentation and answered questions from the board.

## Unfinished Business:

Jennifer from SC Companies gave an update on several projects.

The balcony replacement is progressing very well.

Jennifer updated the board on the patio upgrade, and reviewed possible engineer proposals.

Spa update was given-the permitting process has begun

New transmitters and fobs have been received management, installation to begin soon.

Property violations were discussed and management has been using door hangers to get a response and this has proven to be more effective than letters.

## New Business:

The 2016/17 Franks Lawncare snow removal contract and the 2017 spa maintenance contract were review, Landon moved to approve both contracts and with Ina's second the motion carried.

The annual meeting slide show was tabled and will be done via email. The annual meeting mailing was reviewed and approved for mailing.

The 2017 proposed budget was reviewed, Ina made a motion to approve the corrected budget with Larry's second the motion carried.

Meeting Adjourned: 9:23pm.

