

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

Date: July 20, 2017 Time: 7:00pm

Board Members Present: Sara Wachspress, Landon Derentz, Anders Lundegard, Ina Nenninger

Management Present: Crystal Terrant, James Hill

Homeowners Present: None

Meeting was called to order at 7:09.

Sara moved to approve the May 2017 meeting minutes, Ina seconded the motion and the motion carried.

## **Unfinished Business:**

The management report was given: Plumbers will be onsite July 24<sup>th</sup> to complete the drainage work. James has been working with the county to obtain the elevator certificates, additional unpaid invoices from prior management were discovered and they have now been paid. Garage doors are working well.

The updated drawings and application were resubmitted to the county, only two items remain for permit issuance.

Nationwide approved funds for roof repairs. Management is working to locate a reputable contractor who is able to work on steep roofs.

## **New Business:**

James has noticed that several exterior stairwell landings need to be painted, he will begin doing this. Additionally, some of the building fronts are dirty, the board approved the purchase of a power washer and James will clean the areas.

The board review the Overhead proposal for garage door times, the decision was tabled.

The board review the annual maintenance proposal from Overhead. Management will go back to them and ask for multiple year discount.

The board reviewed Advanced Building services, proposal for a new AC unit, while the price is acceptable the board tabled the replacement for another month as the building is being sufficiently cooled by the other unit.

The board reviewed the proposal for additional cameras, but is tabling the installation at this time until more funds are available. New computers will be purchased for the garages as the system is very slow and out dated and effects the efficiency of the new programs in

place. Ina also requested management obtain a proposal to have passcode entry at all doors.

Landon moved to approve a vent installation at 2665 106, provided the work is permitted, done to code and completed by a licensed and insured contractor, Sara seconded the motion and the motion passed 3-1 with Anders opposed.

The next meeting will be August 17, 2017 and the September meeting will be held on September 14<sup>th</sup> due to a scheduling conflict.

Meeting Adjourned: 8:35pm.

*Ina Kemmer*  
9/14/17