

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

Date: May 21, 2018 Time:6:00pm

Board Members Present: Sara Wachspress, Daniel Pierce, Dwayne Hampton, Ina Nenninger

Management Present: James Hill, Crystal Terrant

Guest Present: Chuck with Dominion Water Proofing, Amol Fulambarker (Andy) with Structural, Jeff Murphy and guest with Premium Lawn and Landscape

Meeting called to order for Executive Session 6:00pm.

The board met and interviewed three bidders for the patio waterproofing and landscaping project.

Return to open session 8:10 pm.

Open Forum: None held

Daniel moved to approve the April 2018 meeting minutes, Ina seconded, and the motion carried.

James gave the April/May management report

## **Old Business:**

The Spa is progressing in the permit process.

Ina moved to approve Dominion for the patio waterproofing and paver and plant box installation. Premium will submit a proposal for an irrigation system and landscaping based on the approved design. Dwayne seconded, and the motion carried.

Development of the Merrifield Apartments has been tabled.

The roofing claim was reviewed, Board agreed with the plan scope of work.

## **New Business:**

Reviewed the Crystal Clean dryer vent cleaning proposal. Ina moved to approve, Sara seconded, and motion carried.

Push button handicap access at the lobby doors was discussed and pricing was reviewed. The price to complete the job is significant and the matter will be further investigated with the Association Attorney.

A homeowner request for a door replacement was discussed, the board approved a repair at this time based on contractor opinion that replacement was not needed.

The meeting adjourned at 9:06 pm.

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6/18/18