

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

Date: August 19, 2024

Time: 7:00 pm.

Meeting held by zoom

Board Members Present:

President- Haley Jaegar

Vice-President- Sara Wachspress

Member at Large/ Metro Representative – Timmothy Kim

Board Members Absent

Treasurer – Maggie Ho

Meeting called to order by Haley Jaegar at 7:04 P.M.

Homeowners/ Guests Present: NONE

Management Present – James Hill/ Brandon Jenkins

Open Forum- None

Meeting minutes from July 15th, 2024 were reviewed. Sara made a motion to approve, and Haley seconded, and the motion carried.

Financial Report – Were not available, as Crystal Terrant working with CPA on them.

Management Report was presented by James Hill.

**Old Business:** The update on the spa was given from James Hill. We are still working on the other requirements from the health department.

The garage LED lighting proposals are tabled for now.

Dryer vent cleaning proposals were reviewed. Sara made a motion to approve Crystal Clean Duct Service, Haley seconded the motion, and the motion carried.

**New Business:**

**The A.L.& L. landscape proposal for 2025 and 2026 was presented. Haley made a motion to approve, and Sara seconded the motion.**

**Next meeting is scheduled for September 16<sup>th</sup> by zoom at 7:00 P.M**

**Meeting was adjourned at 7:41 P.M by Haley Jaegar.**

Board  
Approved 9/14/24