

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

Date: November 18, 2024

Time: 7:00 pm.

Meeting held by zoom

Board Members Present:

President- Haley Jaegar

Vice-President- Sara Wachspress

Treasurer – Maggie Ho

Absent: Member at Large/ Metro Representative- Timmothy Kim

Meeting called to order by Haley Jaegar at 7:02 P.M.

Homeowners/ Guests Present- None

Management Present – James Hill/ Brandon Jenkins

Open Forum- None

Meeting minutes from September 16<sup>th</sup>, 2024, were reviewed. Haley made a motion to approve, and Sara seconded, and the motion carried.

Financial Report – James gave financial report

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.

**New Business:**

**The Corporate Transparency Act Compliance Letter was reviewed and discussed, and Reese Broome will represent the association for the CTA filing.**

**J&B Cleaning proposal for 2025 and 2026 was presented and discussed. Sara made a motion to approve, and Haley seconded the motion.**

**Executive Session Items – 7:35pm- 7:50 pm.**

**Next meeting is scheduled for November 13<sup>th</sup>, 2025, by zoom at 7:00 Meeting was adjourned at 7:55 P.M by Haley Jaegar.**

Board Approval  
11/13/25