

The Plaza at Dunn Loring (Westbriar Plaza) Unit Owners Annual Board of Directors Meeting Minutes

Date: October 21, 2024

Time: 7:00 pm.

Meeting held by zoom

Board Members Present:

President – Haley Jaeger

Vice-President- Sara Wachspress

Treasurer- Maggie Ho

Members absent-

Member at Large / Metro Representative – Timothy Kim

Homeowners/ Guests Present: Sign in sheet on file

Management Present: Crystal Terrant, Brandon Jenkins, James Hill

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

Proof of Notice and Quorum – Notice was announced, and quorum was met. Sign in sheet for zoom and proxies on file

Meeting Minutes: The annual meeting minutes from October 30, 2024, were reviewed. Haley made a motion to approve, and Nick Kosmas seconded, and the motion carried.

Introductions and Officers Reports

Financials- Crystal Terrant went over the financials for the year and mentioned the board of directors made an 8% increase in dues along with approving the 2025 budget, last month in the September meeting.

Management Report- James Hill gave a brief report of some of the buildings' maintenance items that took place over the past year.

Open Forum – 2651 Park Tower #107- had questions on who was responsible for the windows and slider doors.

2665 Manhattan Place #314- Mentioned the exterior railings in the community that need attention.

Election- Crystal Terrant announced that Maggie Ho, was elected to the board to serve a 3-year term.

Meeting Adjourned – Haley adjourned the meeting at 7:27 P.M.

Approved 10/20/25