

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

Date: August 18, 2025

Time: 7:00 pm.

Meeting held by zoom

Board of Directors

President- Haley Jaegar

Vice -President- Sara Wachspress

Treasurer – Maggie He

Member at Large/ Metro Representative-Timmothy Kim (**ABSENT**)

Member at Large- Kimberli Craft

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 July21, 2025, were reviewed. Kimberli made a motion to approve with editing to board members absent and Maggie seconded, and the motion carried.

Financial Report – Financial report was reviewed, and the CPA is still working on financial balance sheet with Crystal. The board requested Crystal to attend next meeting to discuss it more.

Management Report: was presented by James Hill.

Old Business:

The Proposals presented for the tree removals and replanting at the rear of building 2653 were reviewed and discussed. Sara made a motion to approve the A.L.&L. proposal for the cost of \$2,130.00, Kimberli seconded, and the motion carried.

New Business:

Proposal presented for updating the PC and software for the entry system and cameras for \$4,391.28. Sara made a motion to approve, Haley seconded, and the motion carried. The price is not to exceed more than \$5,000 as the proposal is almost a year old.

Proposals were presented for all exterior power-washing, painting of railings, and exterior doors, brick work, exterior caulking and garage leak repairs, and roof replacements. The board will be working on prioritizing items and a budgeting plan to address these matters.

The Annual meeting was scheduled for October 20th. The call for candidacy will be sent out this coming week.

Executive Session meeting is scheduled to take place at the clubhouse on September 8th, 2025, at 6:00 p.m.

Next meeting is scheduled for September 22, 2025, by zoom at 7:00 PM. Meeting adjourned at 8:50 P.M. by Haley Jaegar

Approved
9/22/25