Board of Directors Meeting for Westbrook Village Community Association, Inc.

Date: September 18, 2018

Time: 4:00 PM

Place: 3612 Boxelder Dr.

Board members in attendance were, Tony Bottagaro, Jim Voogt, Lana Lathrop , Ray Hlavacek and John Marlin. Mary Marlin, secretary.

Meeting was called to order by John Marlin.

It was moved and seconded to approve the minutes from the last Special meeting on March 13, 2018.

Approval of agenda/revisions added into rule #4, needs to have a higher penalty for any violations according to the attorney.

Directors discussed what penalties should be imposed for any violations of rule #4 and that all fines should be consistent. It was moved, seconded and approved that a letter would be sent first, a $250 fine would be assessed second if homeowner did not comply. For 3rd and subsequent violations a $500 penalty will be assessed.

John went over the draft of the letters that will be sent to Betty Nunally, including the policies and procedure for covenant and rule enforcement. It was moved and seconded to send the first notice of violation to Betty Nunally.

Directors reviewed year to date Association expenses and estimated remaining expenses. Due to a possible shortfall of $4569, it was moved seconded and approved to have a special assessment for $4600. Residents of Block 3 will be assessed $54.12 and residents of Blocks 1 & 2 will be assessed $126.90

There being no further business, the meeting was adjourned

Respectfully submitted by Mary Marlin