

Westbrooke Condominium Association dba  
**MEADOW CREEK CONDOMINIUMS**

**MINUTES OF REGULAR BOARD MEETING**

Community Room, 823 Old Settlers Trail, Hopkins  
Wednesday, October 28, 2009

Meeting called to order at 6:05 P.M. by Sandy Miller, President.

- ATTENDING:** Scott Cutsforth , Anne Denelsbeck, Doug Harbrecht, Sandy Miller, Pat Olsen, Cecelia Timm, Enrique Torrano, Veronica Virtue, John Ward
- ABSENT:** None
- STAFF:** Doug Strandness, Mona Lewis and Patty Tomaino (DSI)
- GUESTS:** Charlie Pirkel (704-1), Bill Arthur (804-1), Kevin & Val Cleare (812-4), Joanna Lowinger (825-3), Todd Bacon (924-7),

**AGENDA**

The agenda was approved as delivered.

**MINUTES**

The minutes for the last Board meeting (September 30, 2009) had not been submitted.

**DECISIONS**

1. **RATIFIED** the listing of 938-4 with Schatz Realty. The sales commission is 4.5%, and the listing will expire November 30<sup>th</sup> unless the 10% Federal tax credit is extended. In the meantime, Doug Strandness will work on obtaining a 24-month loan extension from Western Bank and removing the IRS tax lien from the property. **APPROVED** the commitment to rent Garage 167 to a buyer of 938-4 if the buyer so desires.

Motion: John Ward. Second: Pat Olsen. Unanimous.

2. **APPROVED** the following items with respect to the New Garage Program: the Resolution of Approval, which will be presented at the 2009 annual meeting and put to a vote of the membership, and the Ground Lease Agreement, which will be presented at the 2009 annual meeting as background material.

Motion: John Ward. Second: Cecelia Timm. Unanimous.

3. **APPROVED** offering a group purchasing program for the replacement of patio doors, window sash, and unit doors and for sound insulation for first-floor unit ceilings. **APPROVED** offering financing for the group purchasing program with the following terms: (a) a term of 48 months, (b) a down payment of 20%, (c) an interest rate at 1% above the rate of a loan from Western Bank, which refinances the member loans, (d) a credit report with a credit score to be agreed on with the Bank, and (e) title reports, which indicate that the members have adequate equity in their units

based on current sales prices.

Motion: John Ward. Second: Enrique Torrano. Unanimous.

4. **APPROVED** the final changes to the amended policy on the installation of satellite dishes.

Motion: Veronica Virtue. Second: Enrique Torrano. Unanimous.

5. **APPROVED** the foreclosure of the Association's liens on 802-8 and 816-6 if the owners do not bring their accounts with the Association current by November 10, 2009, **APPROVED** the Assessment Lien Foreclosure Resolutions, the Powers of Attorney to Foreclose Lien, and the Notices of Lien, as such may be prepared by Thomsen & Nybeck, the Association's legal counsel, and **AUTHORIZED** Doug Strandness as Collections Officer to sign any and all documents necessary for proceeding with the foreclosures.

Motion: Cecelia Timm. Second: Veronica Virtue. Unanimous.

6. **APPROVED** the continued acceptance of credit cards.

Motion: Scott Cutsforth. Second: Anne Denelsbeck. In favor: Scott Cutsforth, Anne Denelsbeck, Sandy Miller, Pat Olsen, and Veronica Virtue. Opposed: Doug Harbrecht, Cecelia Timm, Enrique Torrano, and John Ward.

7. **REJECTED** the proposal to raise garage rents, the Community Room rent, the pool key charge, the disclosure fee and pet fees and add a 10% surcharge to maintenance charges to cover credit card fees to the Association.

Motion: Scott Cutsforth. Second: Anne Denelsbeck. In favor: Scott Cutsforth, Anne Denelsbeck, Pat Olsen, and Veronica Virtue. Opposed: Doug Harbrecht, Sandy Miller, Cecelia Timm, Enrique Torrano, and John Ward.

8. **APPROVED** the second draft of the proposed 2010 operating budget, and **APPROVED** submitting the budget to the membership with the Board's recommendation that it be approved.

Motion: Veronica Virtue. Second: Cecelia Timm. Unanimous.

9. **RATIFIED** the maintenance charges to 815-6 and 816-5.

Motion: John Ward. Second: Cecelia Timm. Unanimous.

#### **NOTES AND ANNOUNCEMENTS**

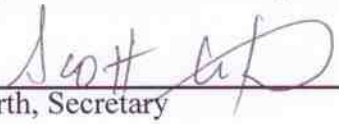
1. No issues were raised by the members attending the Board meeting.
2. With regard to the Management report, the Board discussed and agreed with the new approach of posting most of the annual meeting materials on the Association's website and making copies only for those members who make specific requests. The Board agreed that at the annual meeting, the Board would vote any proxies received by the Board for the re-election of Doug Harbrecht, Pat Olsen and John Ward, and for the approval of the 2010 operating budget as approved by the Board.

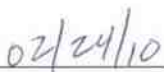
3. In closed session, the Board discussed issues with individual units.

**ADJOURNMENT**

Meeting adjourned at 8:50 P.M.

Minutes prepared and submitted by Doug Strandness.

  
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Scott Cutsforth, Secretary

  
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Date