WOODBRIDGE TOWNHOME OWNER'S ASSOCIATION, INC

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-- MANAGED BY -- Courtney & Courtney

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Board Meeting Minutes

February 18, 2016

Called to Order:

The meeting was called to order at 5:00 PM. Board members present were Bob Jones, Lynn Ostler, Susan Scott, and Susie Nulty. Dan Sollee was absent. Steve Kouri from Courtney and Courtney (C&C) was present.

CorBran's Landscaping: Three representatives attended from CorBran's to discuss snow removal billings. They provided details and time sheets for various days for Board review.

Guest Parking: Multiple guest parking infractions were discussed and the HOA policy & procedures reviewed.

Approval of Prior Meeting Minutes:

The January 2016 minutes were ratified.

Treasurer's Report: See attached report which was reviewed by the Board. The check register was reviewed and a question was raised regarding the Mountain High invoice that Steve will research. Collection of owner balances was reviewed.

Old & New Business/Discussion Items:

- **-Chimney cap repair:** The chimney cap repair at #62 is needed. The caps will all be inspected in April for necessary repairs.
- -ACC request: A new window request was discussed and color questioned. Owner will be notified of options.
- -Illegal parking: There are specific rules regarding use of guest parking and those rules will be enforced. Owners that break these rules will be fined as specified in the rules. The current fine scheduled should be followed.
- **-Snow Removal:** Issue was raised by one owner and the Board discussed the current policy of an average of 3" or more in the complex for removal before the snow removal company is called. Due to the fact that recent snows have already depleted the snow removal budget, only snow plowing of roads may be done unless the Board deems shoveling of driveways and entry ways are really needed. The Board uses the 3" as a guideline for snow removal.
- -Solar Lights: There were new solar replacement lights at unit #91 and the west guest parking lot.
- **-Resolution:** The prior resolution dealing with ground water getting into basements was reviewed. This is the policy the Board will continue to use in the future. Unfortunately it had never been posted on our web page but it will be posted soon.

Adjournment: Meeting adjourned at 6:50pm. The next Board meeting will be on March 17, 2016, at #93.

Respectfully submitted, Susie Nulty