

WESTMINISTER BOARD MEETING MINUTES - JUNE 17, 2020

Westminister Meeting Minutes for June 17th, 2020

Attendees: John Mann, Janet Mann, Dr. Kecia Waddell, Erin Parish

Open meeting 7:22 by Janet Mann

Last Board Meeting minutes read by John Mann.

Minutes approved as read.

1. Received Financial statements for April and May, 2020. President reminded Michigan Condominium to send dunning notices each month to homeowners who have a balance due to the Association.
2. A homeowner expressed a desire to get more involved with the workings of the Board. It was suggested that she inspect the common grounds and report to the Board if she finds areas needing improvement. Perhaps monitor the face book page.
3. Received completed tax forms from MHC Accounting for 2018 and 2019. President signed forms and sent to the IRS.
4. Contract was signed for new accounting firm to replace Michigan Condominium in August. Mailed termination letter as required to Michigan Condominium.
5. Sweet Water came out and got our sprinklers running for the park and along 22 mile road; including the entrance island.
6. Advised homeowners that common area dead trees will be placed on our next year's annual budget. Sooner if funds allow.
7. Discussed Accounts Receivable.
8. The flowers on 22 mile road and entrance island have been replaced with perennials; witch means they should come back each year.
9. Erin Parish has agreed to take the position as our first architectural committee member.
10. Dr. Kecia reached out to Jessica regarding her responsibilities of our website.
11. Moved to adjourn the meeting at 8:26 by Janet Mann.
Meeting adjournment was 2nd by Dr. Kecia Waddell.