

# WESTMINISTER HOMEOWNERS ASSOCIATION

A Michigan Non-Profit Organization

Board of Directors

*Philip G. Vera, Esq., President*

*Dr. Athena Marsh, Vice-President*

*Steven Jackson, Treasurer*

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*stevenjackson2699@gmail.com*

Date – Wednesday, March 31, 2021

Location - Zoom

Time: 7:00 pm

Attendees – Philip Vera, Esq. (President), Steven Jackson (Treasurer)

Not Present: Dr. Athena Marsh (Vice-President)

## MINUTES

1. **Call to Order Special Meeting of the Board of Directors for the Purpose of Voting on the lawn care and snow removal contract – Philip Vera at 7:01 pm**
  
2. **Snow and Lawn Contract**
  - a. **The Board Solicited bids from 5 local lawncare and snow removal companies. 4 companies replied. A debate was held on March 17, 2021. The Board had voted for two finalists at that meeting. The Board adjourned the March 17, 2021 meeting to March 31, 2021 as it had additional questions for the two finalist companies. Specifically if the companies:**
    - i. **offered flower planting services for the entrance of the neighborhood**
    - ii. **offered tree removal services if necessary and**
    - iii. **offered Christmas decoration services.**

**Both finalist companies provided both.**

3. Treasurer Steven Jackson moved to award the contract to “Company B”  
Motion seconded by President Philip Vera. Vera – Aye, Jackson – Aye
  - a. Big Lakes Lawncare, LLC is awarded the lawncare and snow removal contract.
  
4. Motion by Steven Jackson to adjourn the special meeting of the Board for the purposes of awarding the lawncare and snow removal contract.  
Motion was seconded by Philip Vera. Vera – Aye, Jackson - Aye
  
5. Special Meeting Concluded at 7:14 PM