

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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Date – Wednesday, December 20, 2023

Location - Zoom

Time: 7:00 pm

Attendees – Philip Vera, Esq. (President), Dr. Athena Marsh (Vice-President),
Steven Jackson (Treasurer)

MINUTES

1. Call Meeting to Order – Philip Vera

2. Minute Approval:

- a. Motion to waive the reading of the Minutes from the Board of Directors Meeting of November 15, 2023 and to adopt the minutes as presented on the Westminister HOA Website and Westminister HOA Official Facebook. **Vera – Aye, Marsh – Aye, Jackson – Aye**

3. Treasurer's Report –

a. Bills due for December 2023

- i. **AHC Advisors December 2023 Services – \$637.26 Vera – Aye, Marsh – Aye, Jackson – Aye**
- ii. **Big Lakes Lawncare # 132291 – (\$1597) Vera – Aye, Marsh – Aye, Jackson – Aye & 132359 (\$497) Vera – Aye, Marsh – Aye, Jackson – Aye**

- iii. DTE 2787 Pages 1 & 2 – \$30.37 Vera – Aye, Marsh – Aye, Jackson – Aye
- iv. DTE 2797 Pages 1 & 2 – \$16.31 Vera – Aye, Marsh – Aye, Jackson – Aye

4. Old Business

- a. Annual budget – special meeting to discuss and plan budget for 2024. A special meeting will be held on January 10, 2024 at 7:00 pm.

5. New Business

- a. Liability insurance – Property Manager/CPA Tony Hawkins obtained two bids for liability insurance for 2024:
 - i. Burns & Wilcox – \$2877
 - ii. Nationwide – \$2344
 - iii. Motion to accept liability insurance bid by Nationwide. Vera – Aye, Marsh – Aye, Jackson – Aye

6. Open Discussion/Questions from Homeowners:

- 7. Adjournment to Closed Meeting – Philip Vera – Motion to Adjourn Open Meeting to January 17, 2024 at 7:00 PM. Vera – Aye, Marsh – Aye, Jackson – Aye**