

WESTBROOKE ESTATES HOA
12-8-2008 MEETING MINUTES

Meeting convened at 7:05pm with all board members present.

Treasurer's Report – Treasurer suggested the HOA consult with CPA Rhonda Howard re: HOA taxes. Board approved consultation by unanimous vote.

Actions Since Last Meeting – Mandelynn & Janelle have been working to identify all homeowners and match them to properties on plat maps. Mandelynn has completed sections 5-8. Janelle has completed sections 1-2 and will continue with sections 3-4.

Discussed –

Website options - Websites run \$7-\$30/month. A merchant account runs about \$100/mo (too expensive). HOA can perhaps lease a merchant account, which is less expensive. Jeremy said he can complete updates, but we need someone to complete initial development. Jeremy will check on options such as obtaining a domain name, setting up hosting company which reroutes to new website.

Newsletter – Include Introduction, Explanation of what members receive, Explanation of homeowner responsibilities v. HOA responsibilities.

To Do –

Jeremy – check into new bank when has time. Check into websites.

Derek – check into HOA management companies.

Janelle – check into ASAP mailbox prices. Continue identification of homeowners.

JD – draft newsletter.

Mandelynn and Janelle – get together re: block captains.

Next Meeting – 1-4-2009, 2pm, JD Strong's residence.