

Westminster Park Association

Meeting Minutes

April 1, 2011

I. Call to order

Clay Leroue called to order the initial meeting of the **Westminster Park Association** at **7:45 p.m.** on **April 1, 2011** at **7285 Westminster Circle, Grand Blanc, MI.**

II. Roll call

Terasa and Craig Bond conducted a roll call. The following persons were present:
Clay and Joyce Leroue
Mike and Kristina Lavery
Brian Ralph
Craig and Terasa Bond

III. Approval of minutes from last meeting

Clay Leroue read the minutes from the last meeting. The minutes were approved as read.

IV. Open issues

- a) Appointment of Board of Directors.
Clay and Joyce Leroue – President
Brian and Janet Ralph – Vice President
Mike and Kristina Lavery – Treasurer
Craig and Terasa Bond – Secretary
Darryl and Adrienne Adams (if still interested in serving on board) – Member at Large
Board seats are held by household.
- b) Balance of Association account.
The Westminster Park checking account has been recovered, with Mike Lavery as the signing agent and Terasa Bond as secondary account signatory. Currently, the balance of the account is \$2527.14.
Business checks will be ordered.
Dues collected for 2010 totaled \$1940.
- c) Non-profit and insurance renewals.
The insurance policy is due to be renewed April 27, 2011.
The annual Michigan Non-Profit Corporation Information Update is current and due in October.
There is a \$5.00 filing fee to be paid for Certificate of Change with the State of Michigan.

d) Snow removal.

Current snow removal balance as of April 1st is \$500.00.

Any funds remaining as of May 1, 2011 will be divided and refunded to participating homeowners.

Final letter to be sent out to homeowners not yet participating.

V. New business

- a) Clay and Mike to review 2010 expenses with potential new/current expenses and put together a budget for 2011. This will be presented at the next meeting.
- b) Road repair issues:
Terasa and Craig Bond to obtain estimates to patch/repair holes in road.
- c) Clay and Mike to obtain estimates for snow removal and lawn maintenance for common areas and retention pond.
- d) Board will attempt to hold meeting first week of every even month.

VI. Adjournment

Clay Leroue adjourned the meeting at **9:30p.m.**

Minutes submitted by: Terasa and Craig Bond

Minutes approved by: Clay and Joyce Leroue