

OX BOTTOM MANOR COMMUNITY ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTORS MEETING
November 9, 2004

Meeting held at The Golf Club @ SummerBrooke, 7505 Preservation Road.

Board members present:

Robert Hicks, Frank McClean, Sharon Elsberry, Steve Spook & Marilyn Hochmuth

Meeting called to order at 6:35 p.m. by President, Robert Hicks

Minutes from the October 12, 2004 board meeting were approved.

Motion: Frank

Second: Sharon

Vote: All in favor

Financial Reports: October 2004

Motion to accept financial report: Frank

Second: Marilyn

Vote: All in favor

Adjustments were made to the September report for items coded incorrectly.

Fall Picnic Expense Report: Marie reported the total cost of the picnic was \$5,607.96.

Legal Update:

Chris Lyon of the Lewis, Longman & Walker law firm attended the meeting.

He reported receiving the list of ACC violations from Marie and will draft the demand letters by the end of this week.

Chris also reported sending a letter to the consultant of the proposed Deerwood at Ox Bottom Manor lots with a listing of the association's concerns about the development, and a request to meet and discuss the concerns.

Another letter sent by the law firm at the board's request was a cease & desist letter to Gene Strickland regarding the fill dirt being dumped on his three lots on Meadow Ridge Drive. The letter stated that he needed to request ACC approval for the improvements on these lots.

Gene attended the meeting and stated that he intended to improve the topography of the lots and will submit a landscape plan for ACC approval. His intent is to build on the properties. The board reminded Gene that his lots were governed by the restrictive covenants and are therefore not allowed to be sub-divided. Gene stated that his attorney will provide a professionally landscaped plan and a written response to his intent to the association attorney.

ACC Report: Bryan Seaquist not available.

Marie combined the violation lists and presented the updated violations to the board.

With the potential of 33 new construction plans for ACC review, the board voted to enlist more volunteers to assist Bryan with ACC approvals. The board decided that Bryan and new committee members will be responsible for reviewing any fence, pool or addition plans and for ACC enforcement issues. Each board member will recruit a new volunteer for the committee.

Sharon volunteered her husband Jimmy to work as the ACC for review of the new construction plans. Marie will work with Jimmy in production of a new plan approval process similar to the process that SummerBrooke currently uses. The board will request that Jimmy submit a proposal for his services.

Sharon volunteered to research alternative mailboxes.

Newsletter Update:

Marie submitted a proposal from Cassandra Wise of TallyBiz Marketing for the quarterly newsletter production. She currently produces the Killearn Lakes HOA newsletter. Cassandra will produce the first issue of the newsletter at no cost to the association. She will sell advertising to cover her production costs and will charge a nominal fee for the future issues as approved by the board. The first issue will be published in January and the deadline to submit content is December 10th.

Motion to approve the first issue: Marilyn

Second: Steve

Motion: All in favor

All bills submitted were approved.

Meeting adjourned at 8:12 p.m.