

**OX BOTTOM MANOR COMMUNITY ASSOCIATION, INC.**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**December 14, 2004**

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

Board members present:

Robert Hicks, Frank McClean, Steve Spook & Marilyn Hochmuth

Meeting called to order at 6:30 p.m. by President, Robert Hicks

Minutes from the November 9, 2004 board meeting were approved.

Motion: Frank

Second: Marilyn

Vote: All in favor

Financial Reports: November 2004

Robert discussed some adjustments that were made to the budget and discussed additional categories for next year's budget reports.

Motion to accept financial report: Frank

Second: Marilyn

Vote: All in favor

Legal Update:

Chris Lyon of the Lewis, Longman & Walker law firm attended the meeting and reported that several violation letters were mailed from his office. Most of the issues have been resolved and a few of the homeowners have responded to the letters. Since the deadline to respond to the first attorney letter has past, those that did not comply or respond will receive a stronger demand letter from the attorney with a copy of the complaint to be filed at the courthouse.

Bryan Seaquist presented an up to date list of violations to the board. Several of these homeowners have not been notified yet. Marie will issue the first notices. Others will receive the final demand letters.

Deerwood Subdivision: Chris reported meeting with the developer Lance Norris, and Ed Bass of Moore Bass, and Robert, Marilyn and Frank of the Board to discuss the issues and concerns of this project. Marilyn recorded notes from the meeting to include the following discussion items:

Minimum square footage: Lance suggested that he would require a minimum of 2200 square feet as part of his sales contracts.

Mailboxes: Lance asked the board to consider an alternative mailbox design.

Signage: the board is opposed to a Deerwood subdivision sign at the entrance to the project.

Construction traffic, landscape buffers and other items were also discussed.

Chris will send Lance a follow letter stating the concerns discussed at this meeting and request that the communication lines remain open between the developer and the association.

Minutes approved.

A separate letter to the homeowners from the Board will be produced and mailed in January with an explanation of this project and the proposed details.

Mr. & Mrs. Cates of 103 Hawk Meadow Drive attended the meeting and discussed their plans for a Florida room. Discussion included the proposed roof design as an insulated aluminum roof without shingles. Bryan (ACC) expressed concern that the design of the addition should be constructed using the same materials as the house and should include a shingled roof. The ACC did not make a decision on this plan but will meet with the Cates on site tomorrow to discuss the details of the roof plan. Mr. & Mrs. Cates stated that they have seen other additions built without a shingled roof in the neighborhood and they were requested to supply the board with a list of addresses for review.

Gene Strickland Property:

Mr. Strickland attended the last board meeting and said he would submit a landscape plan for review and approval to the ACC. Since no plans have been submitted, Chris will draft a letter to Gene asking for written documentation of his plans and his intent regarding these properties. The letter will also remind him that these lots are not subject to be sub-divided as per the covenants. Marie will contact the city to inquire about the environmental permits and notices issued for these properties.

Association Letterhead & Envelopes Proposal:

Proposal for 2 color, letterhead and envelopes, quantity 500 each printed on beige linen paper from Commercial Print & Copy: \$385.00.

Motion to approve the proposal: Frank

Second: Marilyn

Vote: all in favor

Marilyn reported that her husband had taken the soil samples at the entrances and will submit the results at the next board meeting.

Alternative Mailbox Suggestions: Sharon was absent from this meeting and will submit a report of her research at the next meeting.

The Annual Meeting & Election is tentatively scheduled for Tuesday, February 8, 2005 at the Hawks Rise Elementary. A nominating committee will be appointed by the next meeting.

The proposed 2005 budget discussion will be on the January board meeting agenda.

All bills submitted were approved.

Next meeting scheduled for January 11, 2005.

Meeting adjourned at 7:57 p.m.