

OX BOTTOM MANOR COMMUNITY ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTORS MEETING
June 14, 2005

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

Meeting called to order at 6:32 p.m. by President, Robert Hicks

Board members present:

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

Approval of the minutes from the May 10, 2005 board meeting:

Motion to approve: Frank

Second: Marilyn

Vote: All in favor

Financial Report: April & May 2005

April & May financial reports were presented with \$118,636.61 in total assets as of May 31, 2005.

Motion to accept both reports: Steve

Second: Marilyn

Vote all in favor

Marie Eddy reported \$3,503.77 in delinquent dues. Liens have been filed for this year's delinquent assessments.

ACC Report: Bryan Seaquist

Bryan distributed an updated list of items to check for violations to the board members. Several violations will be forwarded to the attorney for legal action and notices will be mailed to others still in violation. Bryan will update the report to produce the master list of projects approved or denied and the detailed list of violations. The board voted to allow the association attorney to automatically file a lawsuit after sending the demand letter if no response is received by the deadline.

Fertilization & Pest/Weed Control RFP: Marie reported sending another request for proposal to several other companies with no responses received. Roger at McCall's Pest Control told Marie that his proposal previously submitted in September 2004 would still be valid. The board voted to accept the proposal from Massey Services, Inc.

Motion: Steve

Second: Marilyn

Vote: all in favor

The board wants Massey to begin service as soon as possible and will speak with the association attorney regarding a cancellation clause before signing a contract.

Ox Bottom Logo Flag Proposal:

Robert submitted a proposal from One Hour Signs for Ox Bottom Manor logo flags to be displayed on the existing flag poles at the entrances which was approved at last month's board meeting pending clarification of the size and materials.

Sharon suggested that the logo green color was too dark to distinguish from the dark brown. Sharon will meet with the sign contractor to choose a lighter shade of green for the logo flags and approve the production.

Motion by Frank: allow Sharon to pick the green color and approve the project

Second: Sharon

Vote: all in favor

Accountant Review: Mark Jones

The board requested financial information from the association's CPA to assist the decision of the board with the proposed mailbox funding. Mark presented a detailed cash flow analysis chart that included loan options and amortization schedule with two options. The options include raising the dues at least 10% per year for 10 years. Mark reported that the board could use a portion of the cash reserves left over from each year's budget but he recommends that the budget include at least 6 months of the operating account for reserves, approximately \$35,000 - \$40,000.

The board discussed increasing the annual dues to \$200.00 per year to pay off the loan in 3 - 3 ½ years. The dues have not been raised in several years if at all since the beginning of the subdivision. Loan options were discussed and Sharon will check into obtaining an unsecured loan for the association with a complete financial report from the accountant. Legal counsel will be requested to review the association documents for verification that the board has the authority to increase the dues before implementing the mailbox project and loan request. The board also discussed the possibility of executing a special assessment for the mailboxes as the covenants allow the board to vote for a special assessment of up to \$500.00 a year without a vote of the community.

Motion by Sharon: Increase the annual dues from \$125.00 to \$200.00 a year, per property, effective January 1, 2006.

Second: Marilyn

Vote: 4-1, Steve opposed. Motion amended to include upon verification from the attorney.

Mailbox Committee Options:

No new proposals were submitted by the committee. Jason Barber suggested a manufactured brick or stucco design and will look into pricing for mass produced mailboxes with brick to match the houses. Marilyn & Sharon will check with the companies previously contacted for the aluminum design mailbox options and will inquire other options from other vendors. Marilyn, Sharon & Jason will present final mailbox options to the board for review before the next board meeting in July. The July agenda will include a decision on the mailbox design.

Other Business:

John Gaines submitted a proposal for installation of rain sensors, hand weeding beds and trimming the limbs near the flag on Spanish Moss. The board did not approve the hand weeding because they accepted the Massey proposal which will include the weeding of the common areas. Rain sensors at \$250.00 and the trimming at \$40.00 were approved unanimously by the board.

John Gaines submitted an invoice for the irrigation repairs he performed at the common areas. Marie will ask John to submit a detailed invoice for board review before approving the payment.

Steve Spook changed his vote on the dues increase. The board voted unanimously to approve a dues increase to \$200.00 upon attorney approval.

All bills submitted were approved.

Next meeting scheduled for July 12, 2005

Meeting adjourned at 8:30 p.m.