

Amberwood HOA Minutes for the Meeting Of the Board of Directors

April 1, 2004

GENERAL BUSINESS

- I) Meeting Called to Order at 3:00 p.m.
 - a) Board Members in Attendance: Paul Powell.
 - b) Attending from Severn Trent: Kathie Poirier, Kathy Ford and Skip Ferris.
- II) A quorum not being present, no business was transacted for the Association.

AMMENDMENT TO MINUTES

April 2, 2004

As provided for in Section 7 (b) of the Association's covenants, any actions that may taken at a meeting of the Board of Directors can also be undertaken through written communication. The Board hereby directs Severn Trent to undertake the following actions on behalf of Amberwood HOA:

-The policy regarding covenant and restriction violations is clearly stated in the Association's documents. The Board directs that the attached procedure be implemented immediately to carry out those policies.

-On review of the Association's delinquency report, the Board recommends one further communication with homeowners giving 30 days notice before the account is referred to the attorney for a demand letter, \$125 accrued in additional fees, and all pool privileges (where applicable) are suspended. If payment arrangements are not made, or payment is not made in full within the 30 days, the account is to be referred to the attorney for a collection demand letter on 5/1/04.

-The next meeting date is set for April 29 at 3 pm.

Amberwood Board of Directors' Meeting Minutes approved this ____ of _____ 2004, by a

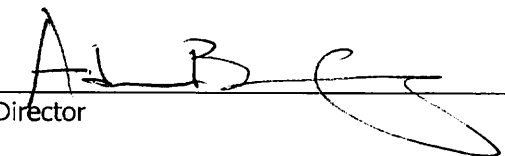
motion from Director _____ and seconded

by Director _____.

Aye's ____ Nay's ____ Abstains ____



Director



Director