

Amberwood HOA Minutes for the Meeting Of the Board of Directors July 29, 2004

GENERAL BUSINESS

- I) Meeting Called to Order at 2:35 p.m.
 - a) Board Members in Attendance: James Dorney, Paul Powell, and Brian Saathoff.
 - b) Attending from Severn Trent: Skip Ferris, Liz Crenshaw and Kathy Ford.
 - c) Establish a Quorum: Established James Dorney, Paul Powell and Brian Saathoff present)

AMBERWOOD BUSINESS

- I. Procedures for Architectural Modification Requests (AMR) submission and approval were discussed. The Board requests that ST review all AMR submissions and segregate those requiring close scrutiny for specific issues from clear-cut requests that meet all covenant guidelines. The two batches would be submitted each Monday for review and approval and be returned to ST no later than Friday the same week. St could then convey the Board decision to the homeowner in a timely fashion.
- II. Procedures for review and approval of expenditures and check signing were reviewed. The Board directs ST to add any necessary signatories to the expense bank account for the purpose of signing any and all routine checks requiring short turn-around (such as utilities and regular, contracted monthly expenses). All other expense checks (such as for STES and unexpected extra expenses not under contract) will be held until the monthly Board meeting and signed at that time.
- III. Minutes from June 24, 2004 meeting were reviewed and approved.
- IV. Reviewed delinquency listing.
- V. Reviewed and approved Covenant Infractions Report.
- VI. Reviewed and approved financials.
- VII. Managers' Report on specific items:
 - a. Presented the resident's color choice for the shade cover being ordered for the baby pool; the Board ratified and the order is to be placed.
 - b. The condition of the pool plaster was discussed. The Board directed that this warranty issue be resolved with the general contractor, Brady Behrens and that a letter be sent now to be on the record, copying Randy Herzog (pool contractor) and Paul Powell. Repairs can be scheduled after the end of pool season on Labor Day.
 - c. Annual meeting due in October; Board will make plans for it at the August meeting.
 - d. Discussed the damaged retaining wall and gouged turf by the pool; these are being repaired currently and should be completed shortly.
 - e. Discussed the issue of unattended children at the pool. The Board understands that this is an ongoing problem for all pool communities. The issue was tabled for this season, to be revisited before next pool season with a communication to all residents and a tighter policy on pool privileges.
 - f. Statement of Values submitted by HRH insurance gave unacceptable amounts of coverage based on cost of policy in the opinion of the Board. The Board asked ST for explanation and further review.
 - g. The Board directs ST to research raising the Buyer/Seller fee charged at closing to increase HOA income.
- VIII. Scheduled August's meeting for Thursday, August 19, 2004 at 2 PM.
- IX. The meeting was adjourned at 3:10 PM.

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

motion from Director _____ and seconded by Director _____.

Aye's _____ Nays _____ Abstains _____

Director _____

Director _____