

**Ashburton Manor HoA**  
**Board of Directors Meeting Minutes**  
**October 9, 2008**

A regular meeting of the Board of Directors of the Ashburton Manor Homeowners Association, Inc. (the "HOA") was held on October 9, 2008 at Crossfield Elementary School.

The following members of the Board of Directors were present at the meeting: Tom DeFranco, Peter Fish, Don Howell, Keith Jacobson, Dave Jones, Lou Ward and Rick Willhite. Also in attendance was Terry Gilbert from AAA Property Management Company.

The meeting was called to order at 7:05 p.m. Tom DeFranco, President of the HOA, presided at the meeting. Peter Fish, Secretary of the HOA, took the minutes.

Tom DeFranco began the meeting with discussion about the long need repairs to the community's tennis courts and introduced Mr. Skip Bishop of Bishop's Tennis to explain the various alternatives available. Members of the board had the opportunity to question Mr. Bishop about each of the options outlined in his company's proposal. After a question and answer session was completed, and Mr. Bishop departed the meeting, the Board members discussed the matter further. After discussion, a consensus was reached. Upon motion duly made, seconded and unanimously carried, the Board decided that the Association would (1) proceed with the Armor Treatment option with the 3 year warranty (\$14,300) and (2) instead of opting for a multi-year maintenance contract, to rely on an annual assessment of the condition of the tennis courts to determine whether to request further treatments on a time and materials basis.

The next item of business was review of the Blade Runners proposal for renewal of the Association's grounds maintenance contract. A number of issues were discussed regarding the proposal and it was decided that certain items within the contract be deleted or revised in the version of the agreement to be executed by the Association. After discussion, upon motion duly made, seconded and unanimously carried, the Board decided that the Association would accept the Blade Runners proposal, as revised, and as a cost saving measure would accept the three year extension option.

Mr. DeFranco then raised the topic of the Association's continuing legal expenses in the Koger Management embezzlement matter. The question put to the Board was whether it made sense to continue the Association's involvement in the legal proceedings. It was suggested that at this stage it might make more sense to pull out of the legal proceedings and just write off the loss. After discussion, the Board decided that before a final decision is made about continuing with the legal process, the Association's legal counsel be asked about the status of the proceedings and the likelihood of the Association of ultimately recovering any or all of the funds lost due to the Koger embezzlement, whether from the Association's insurance claim or otherwise.

The next topic of discussion was the status of the Verizon FiOS installation on the Equity side of the community. Mr. Fish described his latest contacts with Verizon and explained that he had been told the delays in getting information circulated in the community had been due to the fact that Verizon had to re-order the printed door hangars they would be using to discover which

homeowners might be willing to grant Verizon an easement. Mr. Fish also described his concerns about the form of easement that Verizon had sent him for his lot.

The next item of business was the results of the annual Architectural Review Board walk through. The Board agreed to grant the extensions requested by certain homeowners. It was agreed that a follow-up inspection was necessary to determine which items had been dealt with and which remained to be fixed. It was also agreed that due to complaints received that letters be sent to two homeowners about their lawn maintenance and general landscaping obligations. The Board also discussed the need for a general reminder to go out to the community about the requirement to use window slates in all exterior windows.

The final topic of discussion was the Association's annual budget for 2009. After conducting a line by line review of the budget, it was determined that a number of issues needed further clarification before the budget could be finalized. One question involved whether under the new state law requirements the Association was required to obtain a new reserve study from an outside expert or if the existing reserve study could be reviewed and updated by the Board. It was agreed that AAA would make the necessary inquiries regarding the questioned items and that after all the issues had been resolved, the budget would be completed and finalized by the Board members via email.

The meeting was adjourned at 9:04 pm.