

**Ashburton Manor HoA  
Board of Directors Meeting Minutes  
December 6, 2007**

A regular meeting of the Board of Directors of the Ashburton Manor Homeowners Association, Inc. (the "HOA") was held on December 6, 2007.

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

One member of the Board, Keith Jacobson, informed fellow members in advance of the meeting that he would be unable to attend.

The meeting was called to order at 7:10 p.m. Tom DeFranco, President of the HOA, presided at the meeting. Peter Fish, Secretary of the HOA, took the minutes.

*Summary:*

Mike Erwin, reviewed with the Board the items included in AAA's management report, including financial statements and reports for the period ending September 30, 2007. It was noted that the financial information presented in AAA's report did not include all of the HOA's reserve funds because it did not include both of the HOA's Certificates of Deposit at Millenium Bank. It was agreed that the Bank would be contacted to insure that copies of the account statements for the second CD were also being sent to AAA.

There was a question raised regarding one of the items on AAA's bill to the HOA and it was agreed that Mr. Erwin would confirm that the charge was associated with a pool related violation of the HOA's Architectural Guidelines.

It was agreed that AAA would work with the Architectural Review Board (ARB) to schedule the ARB community walkthrough as soon as practicable after the holidays. It was also agreed that AAA would provide the HOA's ARB with a sample ARB application for review and approval. Once approved, the ARB application will be placed on the HOA's website to make it easier for members of the community to access it.

AAA will include a notice informing homeowners about the new HOA website in the next quarterly mailing to the community.

Tom DeFranco provided an update on Koger Management and the HOA's efforts to recover the funds embezzled by a former Koger employee. He noted that the HOA's claim had been filed in the bankruptcy court by our attorney. One significant new development was that Koger's insurance company had argued in the bankruptcy court that Koger had lied on its application and therefore the insurance policy issued to Koger should be invalidated. The other new development was the discovery that the embezzled funds may have been invested in a restaurant, providing another possible avenue to recovery. The consensus of the Board members was that the HOA should continue to utilize the services of its law firm and continue with reasonable and cost effective recovery efforts but that the HOA should also plan for the real possibility that none of the HOA's embezzled funds will be recovered.

Mr. DeFranco reviewed the list of action items closed during the quarter, including the renewal of the Blade Runners contract, the repair of the tot lot slide and motorcycle, the insurance policy for HOA liability, and the removal of a dead tree on common area property.

The repair of the tennis courts remains an open item. Further action was deferred until 2008, but it was agreed that it will be necessary to decide upon the best repair option for the tennis courts and move forward with awarding a contract for the work as soon as possible so that the work could proceed in the Spring.

The trash can liner for the trash can in the Tennis Court/ Tot Lot area also remains an open item.

Next the Board reviewed in detail the HOA's draft budget for 2008. Utilizing the worksheet provided by AAA, each line item of the draft budget was discussed and analyzed, and modifications were proposed and agreed upon.

The Board voted unanimously to approve the 2008 budget, as revised, including a ten percent (10%) increase in the quarterly assessments. It was also agreed upon by unanimous vote of the Board members that any budget surplus resulting from the HOA's actual financial results for 2007 shall be devoted to the HOA's reserve funds. The Board also indicated that in approving the 2008 budget, the Board's intent was to similarly devote any budget surplus realized at the end of 2008 to the HOA's reserve funds.

It was noted that a letter would be sent out to all members of the association announcing the upcoming increase in quarterly assessments and the Board's rationale for raising the HOA's fees.

Finally it was agreed that the HOA 2008 Annual Meeting should be scheduled for the first week of March.

The meeting was adjourned at 8:25 pm.