

**Ashburton Manor HoA
Annual Meeting Minutes
March 27, 2012**

An annual meeting of the Ashburton Manor Homeowners Association, Inc. (the "HOA") was held on March 27, 2012. Notice of the meeting was properly sent out in advance of the meeting in accordance with Article III, Section 3 of the HOA Bylaws.

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

A quorum of homeowners present and by proxy was verified in accordance with Article III, Section 4 of the Bylaws of the HOA, with a total of [insert #] residents attending the meeting in person.

The meeting was called to order at 7:30 p.m. Tom DeFranco, President of the HOA, presided at the meeting. Don Howell, Treasurer, acting in place of Peter Fish, Secretary of AMHOA, took the minutes.

- The minutes of the 2011 Annual Meeting was approved.
- Tom DeFranco presented his report on the activities of the Association over the past year.
- Mr. DeFranco discussed the HOA budget for 2012 and the annual audit of the HOA accounts. He also mentioned that this year's budget provides \$750 for community parties and activities. It was reiterated that in 2011 the Board of Directors had approved adjustments to eliminate a prior accounting anomaly that had been carried forward year after year in the HOA financial statements.
- Mr. DeFranco reviewed the current HOA contracts with its primary service providers: AAA Property Management, Blade Runners and Doody Calls. He briefly mentioned ARB activities and noted that volunteers were needed to serve on the ARB.
- Mr. DeFranco said that we had an approved contract for repair of the pathways in the common area, but work would not start until the weather permitted. There was discussion of the fact that mud gathers on the paths on the NVA side of AMHOA. It was decided that the AAA would contact the owners at 12078 Hedgetop regarding the removal of mud on the portion of the path behind their house. In addition Blade Runners would be asked to clean/scrape mud of the path as needed.
- There was a general discussion regarding the proposal to build two houses on the property on Ashburton Avenue that backs up to the AMHOA storm drainage pond and 12811 Saffron Drive (Lot 48). Mr. DeFranco mentioned briefly the meeting and discussion the Board had with the developer and his attorney. Mr. Howell mentioned the easement across his lot that will be used by the developer to provide access to Saffron Drive by the planned houses. The possibility of annexing the two properties into AMHOA was mentioned. However, it was pointed out that any further discussion of this would be on hold pending the outcome of the developers request for a special zoning exemption.

- The meeting was then opened for questions or concerns from the homeowners. Mr. John M. Wilson, 12988 Thistlethorn Drive asked the Board members present if any action had been taken on his request to remove some invasive plants from certain AMHOA common areas. The Board had discussed this request at the time Mr. Wilson's letter was received. At this meeting the Board members discussed with Mr. Wilson the issue of getting rid of invasive plants and what do about them on AMHOA common property. The Board members present voted and approved a motion to permit Mr. Wilson to remove invasive plants for AMHOA common areas.

- The business items for the meeting involved elections for the members of the HOA Board of Directors whose terms were expiring. The following Board members were re-elected by unanimous vote: Tom DeFranco and Dave Jones.

The meeting was adjourned at 8:25 p.m.

Prepared By:

Don Howell
Treasurer