

**ROWLEY DOWNS HOMEOWNER'S ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING
MONROE HALL
MINUTES**

June 13, 2011

Secretary, Michael Roueche, called the meeting to order at 7:05 pm in the meeting hall.

Present: Board members Steve Andrews, Ava Belli, Ron Faulkner, Clay Hodge, and Mike Roueche.

Absent: Dale Brinker and Barbara Lacey

Also present: Jean Fowler from SPM, and Donald Shaw and Carl Gregg from Shaw Landscaping, several homeowners (see attached list)

Determination of Quorum

The chair announced that five of the seven Board members were present, therefore signifying that a quorum was present.

Homeowner Forum

(First item redated for privacy.)

Several other homeowners were present to discuss items of concern including but not limited to; giving guidance to the new landscaping contractor ensuring that they understood their responsibilities, requested that the board follow and enforce the covenants as it relates to use of common areas within the community, request that only letters be sent from the management company regarding covenant violations and not to have board members make personal visits, request information for a tree trimming contractor, request information for pine tree beetle spraying contractor, request information to have board members removed from office, request information about Community Clean Up Day and Garage Sale.

Contractor Forum

Donald Shaw from Shaw Landscape was in attendance with Carl Gregg, crew supervisor to lead a discussion regarding on site activities and landscaping enhancement bids requested by the board. Donald gave a brief update on the entrance island enhancement; sprinkler repairs needed and answered questions regarding the proposed gazebo enhancement and volleyball refurbishment projects. Shaw reported that the ironite application was completed and discussed transition issues.

After all items were discussed the following motions were made;

Motion: After a motion was made and duly seconded, it was unanimously approved to accept the sprinkler repairs proposal as presented by Shaw Landscaping which included the installation of three underground wireless controllers.

Motion: After a motion was made and duly seconded, it was approved 4 (yes) to 1 (abstain) to accept the proposal submitted by Shaw Landscape to enhance the gazebo area at a cost of \$ 3,711.

Motion: After a motion was made and duly seconded, it was unanimously approved to accept the bid submitted by Shaw Landscape to refurbish the volleyball area at a cost of \$ 2,900.

The following action items would be taken care of by Shaw Landscape; removal of concrete filled tire in common area next to shed north of ball field, removal of metal post on Regency Court, submit a bid to refurbish the mulch/rock beds on common areas within the community, identify the remaining damaged controller lids.

OLD BUSINESS

The Chair led a discussion regarding covenant violations as seen during the community drive through inspection on June 10, 2011. It was the consensus of the Board to direct that letters be sent to homeowners

with dead trees/bushes on their property. The Chair directed the management company to (redacted) and notify police regarding (redacted). The Chair assigned various items on the list to board members to verify if condition still existed in 10 days to notify the management company to send letters.

Ava Belli stated that she would not take pictures of brick and stone used on houses in the community for use in KWAL paint book due to a lack of interest from the board. This matter is considered closed.

Board tabled discussions regarding (redacted) until next meeting, when all board members were present.

NEW BUSINESS

Clay Hodge led a discussion about a website which provides information to HOA directors with educational materials and management tools for effective HOA management at a cost of \$ 100 per year. After a motion was made and duly seconded, it was unanimously approved to subscribe to the web site.

COMMITTEE REPORTS

Architectural Review Committee-No report.

Communications-Clay Hodge reported she was working on the current Newsletter. She asked board members to submit articles to be inserted into the document.

Social Activities-Clay Hodge reported that due to lack of interest the Neighborhood Clean Up would not take place this year. Ms. Hodge led a discussion regarding the Garage Sale and finalized date of July 16th to hold the community event. New signs will be made for the event.

Landscape Enhancement-No report.

Repairs & Maintenance-Ava Belli asked and hearing no objections motioned to have new “No Soliciting” signs made for the two main entrances to the community. Ava will coordinate the design of the new signs with the management company’s sign vendor. Ron Faulkner will install the signs on the post of the old signs.

Rules and Regulations-No report.

MINUTES APPROVAL

The May 9, 2011 meeting minutes were approved as presented.

FINANCIALS

The May 31, 2011 Financials and June 11 Aging Report were approved as submitted.

NEXT MEETING

The next regular Board of Directors meeting will be held on July 11, 2011 in Monroe Hall at 7:00 pm.

ADJOURNMENT

There being no further business to come before the Board, the Chair adjourned the meeting at 9:45 pm.

Submitted by;
Jean Fowler