

Ashcombe Farms Dover HOA
Executive Board Meeting Minutes
Tuesday October 14, 2008 7:00 PM

General session:

1. The meeting was called to order at 7:02. Present: Mike Feldblum, Judy Jackson, Mel James, Kelly Mefford, and Andy Shaffer. Guests present: Pat Cavanagh, Rich Farr, Marta flick, and Larry Rower.
2. Kelly Mefford moved to accept the Secretary's report from the last Board meeting. Andy Shaffer seconded. Motion carried.
3. After a review of the register reports Judy Jackson moved to accept the treasurer's report. Kelly Mefford seconded. Motion carried.
4. Good progress is on going with receipt of special assessment payments. Only 15 people have not either paid or made any contact with the Board regarding the Special Assessment. The Executive Board made three suggested payment plans but we have been working with any lot owner who has requested a different payment option due to their own individual circumstances.
4. Old business
 - a. Mel James brought the plan from Stauffer's via Karen Hetrick for the beautification of the island located on Ashcombe Blvd. The work done by volunteers will be done this coming weekend. There will be a sign at each of the entrances to this HOA: 1. at Ashcombe Blvd. And Palomino Road, 2. at Ashcombe Drive and Fox Run, and 3. on Boxwood Court. The signs will be ready for installation in a few weeks. Hold Harmless Waivers will be signed by all volunteers. Kelly Mefford moved that a cooler of soft drinks and water be made available to the volunteers during the work period. Mike Feldblum seconded. Motion carried. Mike and Kelly will see to this.
 - b. The common ground between Ashcombe Drive and Deerfield Drive has been repaired. Our thanks to Russ Flick who completed this work at a reduced cost to the HOA.
 - c. The repair and construction of the walking trail is under consideration. Russ Flick will meet with Mike Feldblum and the Town Home Advisory Committee regarding the plans for this.
5. New business
 - a. Define certain terms in By-laws and regulations for clarity within board policy - This was completed tonight. Please find this document attached. It will be placed on the web site.
 - b. Larry Rower reported that the web site has had over 200 hits. This does not necessarily mean that 200 people have looked at it - these could be repeat hits by the same person. By general consensus, the Executive Board agreed to reimburse Larry Rower for the \$300 cost for registering the website for the next 5 years. Kelly Mefford will make up a sign up list for people to sign up to receive the newsletter by reading the website. This sign up list will be available at the Annual meeting on October 15.
 - c. The HOA Management Committee made a report to the Executive Board. They requested to mail a letter at their expense to the community reporting their findings. They will first hand the letter out to the community tomorrow night at the

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annual meeting. Those not present will receive the letter in the mail. This was approved by general consensus by the Board. They also gave a report with their suggestions to the Executive Board. The Board will review and discuss the recommendations of the HOA Management company committee.

- d. Discussion was held regarding how the newsletters are mailed. It was decided by general consensus that it is almost as cost effective to have the newsletters mailed in envelopes as it is to mail them folded and sealed with tabs. Marta Flick also volunteered to order two return address rubber stamps for the HOA. One will be for the bookkeeper and one will be for the secretary or whoever does a general mailing. The cost for this will be about \$30.00 per stamp.
 - e. Because of general costs involved with the newsletter and because very few people have signed up to receive email notification that the newsletter is placed on the website, it was moved by Andy Shaffer and seconded by Kelly Mefford to raise the advertising costs for the newsletter. The fee scale will be as follows: \$60 per quarter, \$200 per year (four newsletters), if the advertiser pays for an entire year they get their ad on the website for free. Otherwise an advertisement on the website will cost an additional \$10.00 per quarter. **To place an ad on the website, the advertiser must first place their ad in the newsletter.** Motion carried. Andy Shaffer will make up an advertisement form detailing the fee scale and showing the size of the ad. Rich Farr said he would be glad to take this form around to the places he frequents in his work.
 - f. Peg Olsen has volunteered to serve as editor of the newsletter. She has requested information as to the responsibilities of the editor. Andy Shaffer said these would include working on the layout, proofing the wording, grammar, and spelling of articles.
 - g. Andy and Katie Shaffer made a request to install an 8x8 shed in their backyard. The color will be very similar to the siding of their town home. Judy Jackson moved to approve. Kelly Mefford seconded. Motion carried.
6. Comments from guests - Discussion was held regarding the proxies for the builder and other proxies. Mike noted that the builder is in communication regarding issues being voted on. To deny the builder his right to vote is not right. Questions were raised regarding the budget. Andy will discuss the budget tomorrow night and answer any questions from the HOA community. Discussion was held regarding the Non-compliance Committee. Several felt that there should be a set schedule for the observations. It was also felt that the members of the Non-compliance Committee should be made known to the public. It was said that anyone in the community may report an issue of Non-compliance. It does not have to be only the committee. The report will be verified and when ascertained a non-compliance letter will be mailed out.

Executive Confidential Session - Guests will be dismissed, Notice of confidentiality regarding Executive Board business.

1. Outstanding fee Status - there is no report for this due to Gina Rohler's foot surgery.

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2. Old business - Several items of old business were discussed. Because of the confidential nature these will not be placed on the web site.
3. Date and place for the next HOA board meeting - Tuesday December 9, 2008, 7:00 at Mike Feldblum's home, 1849 Deerfield Drive.
4. Mike Feldblum moved to adjourn the meeting. Kelly Mefford seconded. Motion carried and meeting was adjourned at 9:27 PM.

Respectfully submitted,
Judy Jackson
Secretary for the Executive Board