



MINUTES OF THE BOARD OF DIRECTORS MEETING

HELD January 24, 2005

Board Members Present: Cindy Hamamoto, Tony Patton and Steve Walker.

Also Present: Carra Clampitt of Eugene Burger Management Corporation

The meeting was called to order at 6:30 p.m.

MINUTES

The minutes of the meeting held November 3, 2004 were approved as written.

OLD BUSINESS

Light Fixtures – The light fixtures have been installed and look good. The installation cost was \$910 which equals \$35 per home.

Reserve Transfer - \$4,933.54 was transferred from Reserves to Operating to cover the cost for the light fixture installation and *****.

Landscape Proposals – All work previously approved has been completed. The planting of the parking strip along Marlow Road was not previously approved as the board wanted to see the type of agapanthus that was being suggested. EBMC to contact Marizco asking for additional information on the suggested plant material.

The landscapers will be asked to check and if needed clear the drain inlets when they are at the property during the winter.

Fence Bids – The Board reviewed proposals from Ahlborn Fence and Coggins Fence. Both contractors will be contacted and asked to meet with Tony to walk property verifying the bid – work to be completed and cost.

Auto Zone – As property supervisor Michael Tavis was unable to attend the meeting he will provide the updated information to the board at a later time.

Roof Gutters – This work has been completed.

Electrical Box Hardware – This work has been completed.

Eugene Burger Management Corporation

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NEW BUSINESS

Handrail / Retaining Wall – The handrail on the south side of the center common area needs to be stripped and repainted. This will be accomplished when the weather is warmer. Also, the south side center common area retaining wall will be looked at for possible repairs. It appears to be stable, however some maintenance work may be needed.

Newsletter – It was decided that the next newsletter would suggest residents consider supplemental locks on the sliding glass doors. In the past there was a burglary in the community and they entered by being able to bypass the sliding glass door lock.

FINANCIAL

The Board reviewed and approved the December monthly report.

MEETING

The next board meeting will be held April 18th, beginning at 6:00 p.m. at EBMC's office, 6600 Hunter Drive Rohnert Park.

There being no further business, the meeting adjourned at 6:50 p.m.

Respectfully submitted,

Carra Clampitt
Eugene Burger Management Corporation