

**MINUTES OF THE MARWOOD CIRCLE  
BOARD OF DIRECTORS MEETING  
June 19, 2007**

**Board Members Present:** Steve Walker, Shari Adams, and Lacy Procopenko

**Also Present:** Karin Whitney of Eugene Burger Management Corporation

A quorum was established and the meeting was called to order at 5:30 pm.

**MINUTES:**

The Board reviewed and approved meeting minutes:

- January 28, 2007 and April 2, 2007 Board of Directors Meeting

**HOMEOWNERS CONCERNS & CORRESPONDENCE:**

**Unit #1762** – Unit owner called management with requests that the Association consider allowing homeowner to file an insurance claim with State Farm for damage to their unit. The Board has reviewed correspondence sent to management and determined that they are happy to forward on to State Farm. Management will contact homeowners' property representative with Board determination.

**Unit #1742** – Unit owner spoke with Board Director Lacy requesting that the Association provide a gate access for fence in case of emergency. Homeowner will put request in writing and forward to management.

**Unit #1744** – Board requests that copies of the Marwood Circle HOA Rules & Regulations, including parking rules be sent to homeowner.

The Board requests that management remove the electronic agreement form from the next budget package. Email Steve any homeowner email addresses on file.

**OLD BUSINESS:**

**Fence Repair** – Handyman met with Shari to inspect gates and latches at unit #1740. The Board requests a separate proposal from Handyman to repair the back and front gate at #1740. The Board requests a separate proposal from Handyman for the complete L section of fence between units #1736 and #1740.

**Garage Trim** – The Board requested a new proposal from Handyman for the damaged pieces of garage trim throughout the complex, not the entire complex of 572 linear feet, which doesn't require it. This quote should also include the trim that surrounds the outer edges of the buildings, which is approx. 20 replacement boards, which are not all white - some are pilgrim gray. This bid would include the 4 electric utility doors (which included painting).

**Siding / Painting** - The Board requested siding repairs for units 1792 – 1754, 1780 - 1784, and 1770 from Mark of Gusety Construction. The Board would like to receive his original quote for item #1 (siding) with the insurance cost included. The original quote was \$6,229.08, not including insurance costs. The Board has authorized approval of the siding repair from Gusety if total proposal is not in excess of \$8,000.00 including insurance costs. The Board would also like to request a separate proposal for painting of the entire complex with application of the elastomeric coating on the wood siding and his recommendations for that use of that product in detail. The Board also reviewed a proposal from Spurgeon Painting to paint the complex.

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**NEW BUSINESS:**

**Community Garbage Dumpster** – Management to resend dumpster flyer correcting typo with additional notice of the annual meeting.

**Architectural Procedures** – The Board has amended the Architectural Procedures to include the Satellite Dish Requirements, which the Board has adopted.

**Satellite Dish Requirements** – The Board adopted the new Satellite Dish requirements to be mailed out to all residents and homeowners.

**Welcome Letter** – The Board approved and adopted the welcome letter and requests that management send to new owner at #1746.

**FINANCIAL:**

The Board has approved the October, November, and December 2006 financials. The Board has approved the March, April, and May 2007 financials.

The Board approves reimbursement for HOA website expenditures to Steve Walker.

The Board requests that management clarify with Pro-Solutions delinquency charges and homeowner referrals, and requests a meeting with Janet of Pro-Solutions to make a presentation to the Board in July.

The Board requests a reserve transfer in the amount of \$1,455.00 for the common area parkway landscape refurbish that was provided by Greg Gill Landscape on March 31, 2007. The board requests that this item be reclassified to the GL as reserve expenditure.

**NEXT MEETING DATE**

The next meeting will be held on August 9, 2007 at 5:30 p.m.

There being no further business, the meeting adjourned at 7:55 p.m.

Respectfully submitted,

Karin Whitney  
Property Supervisor