

**MINUTES OF THE MARWOOD CIRCLE  
BOARD OF DIRECTORS MEETING  
November 6, 2007**

**Board Members Present:** Laura Burns, John Levering, and Tony Patton

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

A quorum was established and the meeting was called to order at 7:00 pm.

**HOMEOWNERS CONCERNS & CORRESPONDENCE:**

**MINUTES:**

- The Board reviewed and approved meeting minutes: August 9, 2007 Board of Directors Meeting

**NEW BUSINESS:**

- The Board requested that warning letters be sent to Unit #1732 & #1754 regarding parking rules and regulations and the possibility of impending fines for non compliance.

The Board requested that management procure two gutter replacement estimates for seamless gutters.

- The Board requested that management procure two landscape vendor estimates.
- The Board has requested that management send insurance and vendor requirements to Board member John Levering, so he may provide services as the Association's handyman. Per the governing rules for Homeowner Associations, written advance of full disclosure to the membership is required. The disclosure statement is to be included in the 2008 Budget mailing. The Board has approved John Levering as the Associations' new handyman.

**OLD BUSINESS:**

**FINANCIALS:**

- The Board approved the Reserve Study from Jim Kelly of Reserve Analysis with the modified and updated component data with accurate figures for the repairs and painting for 2007.
- The Board has finalized the 2008 Budget with changes approved by the Board.
- **Pro-Solutions Delinquency Update Report** – The Board reviewed the updated report from Pro-Solutions regarding the foreclosure proceedings of the delinquent account CID825 and delinquent accounts #060835 & #059606.

**NEXT MEETING DATE:**

The next meeting will be held on February 5, 2008 at 7:00 p.m. at the Round Table Pizza across the street.

There being no further business, the meeting adjourned at 8:55 p.m.

Respectfully submitted,

Karin Whitney, Property Supervisor