

**MINUTES OF THE MARWOOD CIRCLE
BOARD OF DIRECTORS MEETING
September 16, 2008
Sally Hopkins Home, 1784 Marlow Road**

Board Members Present: John Levering, and Sally Hopkins

Others Present: Shari Adams, Tanja Werle, Mae Mounkes,
Linda Mounkes
Mary Angelo of EBMC

A quorum was established and the meeting was called to order at 7:10 pm.

IRS 70-604 resolution ballots were opened: resolution passed unanimously 15-0.

MINUTES:

- The Board reviewed and approved meeting minutes of May 6, 2008.

New Board Officers are as follows:

John Levering President
Tony Patton Vice President
Sally Hopkins Secretary/Treasurer

TREASURERS'S REPORT:

- April, May, June and July Financial Reports Approved
- Question raised as to why EMBC received management fees from Feb.–May 2008 from the escrow account of the foreclosed property.
- EMBC to research status of (omitted) delinquency account.
- Request for fee schedule from Pro Solutions for collections.

HOMEOWNERS CONCERNS:

- Owner expressed concern about the retaining wall and dry rot. John Levering assured no dry rot exists, wall will be secured at loose spot.
- Owner inquired about a CD investment for reserve fund.
- John Levering will inquiry about CD of no more than 5 year term. He will inform institution the CD is for a Homeowners' Assoc.

OLD BUSINESS:

- John Levering to submit bid for curb and asphalt repair
- "Parking Committee" formed to address assigned parking proposal.
Committee members are:
Tanja Werle
Shari Adams
Sally Hopkins
- Proposal considered for trimming of Crape Myrtle Trees by Arborist That Climb.
- Hopkins to present costs for purchase and delivery of replacement trees and

- coordinate with landscaper to plant trees.
- **EMBC to obtain bid from Rudd Lighting to replace burnt-out light bulbs in street lights**
- **“Welcome packet” is in the works, some pieces had been created by previous board and are available at our website.**
- **Website has been update by Steve Walker.**
- **EMBC will write letters to (omitted) informing them to contact John Levering for advice on satellite installation.**

NEW BUSINESS:

- **Contract was signed with G & C Towing in conjunction with assigned parking issue.**
- **Quarterly Board Minutes are to be provided to owners by email or by first class mail.**
- **(omitted) Inspection Report/Authorization repairs approved to be performed by Joe Callinan Construction.**
- **EMBC to do follow-up on funds available for gutter replacement**
- **Letters to be sent by EBMC to residents in violation of proper trash can storage.**
- **Committee formed to organize a community get-together.**

CORRESPONDENCE:

Violation letter sent to owner after tenant complaint.

ADJOURN TO EXECUTIVE SESSION:

Contract signed for 2008 Capitani & Company CPA

NEXT MEETING DATE:

The next meeting will be held on Tuesday, October 28, 2008 at 7:00 p.m. at home of Sally Hopkins at 1784 Marlow Road. The 2009 budget will be discussed at this meeting. There being no further business, the meeting adjourned at 8:35 p.m.

Respectfully submitted,
Sally Hopkins
Secretary/Treasurer
Marwood Circle Board of Directors