

**GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC  
BOARD OF DIRECTORS MEETING**

**DECEMBER 13, 2006  
LOCATION: HOME OF JIM HANDSCHUH**

**CALL TO ORDER:** The Board of Directors meeting was called to order by Robert Littlefield as President at 4:12 p.m. It was confirmed that proper notice had been posted and a quorum was established with the following Board members in attendance:

Robert Littlefield, Alice Atkins, Roy Burns, Charles Gott, Stan Jones and Jim Handschuh

There was one change to the minutes from November 15, 2006. Stan Jones made a motion to approve the minutes with the change added. Jim Handschuh seconded the motion and all approved by voting aye.

**PRESIDENT'S REPORT:** Robert Littlefield reported that he requested AMI to be in attendance; however they decided not to attend. He is glad that Casey Management could attend with such short notice.

**MANAGEMENT REPORT:** Kim Bittar with Casey Management read the new welcome letter for residents introducing Casey. There were 2 changes to the letter, with regards to clarifying how maintenance fees should be paid, and the maintenance and landscape changes should be reported to Casey Management. Roy Burns made a motion to approve the letter with the added changes. Charles Gott seconded the motion and all approved by voting aye.

**SECRETARY'S REPORT:** Roy Burns has given Bruce at AMI a deadline of December 18, 2006 to provide the meeting minutes from last years annual membership meeting.

**TREASURER'S REPORT:** Alice Atkins discussed the budget. Monthly maintenance fee has increased from \$186.00 to \$200.00. Alice Atkins made a motion to approve the adopted budget as presented. Charles Gott seconded the motion and all approved by voting aye.

**ARCITECURAL COMMITTEE REPORT:** We are in the process of getting estimates and examples for the new street lighting. One company has already been contacted. Casey will get two other electric companies to give estimates. We need the 37 street lights replaced. HP sodium lighting is to be used. Charles Gott requested that Jim Handschuh provide the Architecture Committee either with samples or pictures of the common area lighting fixtures that were being considered so that the Architecture Committee could make a recommendation to the board as to which fixtures should be presented to the homeowners for consideration at the February Homeowners meeting.

**COMMUNICATIONS COMMITTEE REPORT:** Roy Burns reported that the website is coming along. We need the minutes from 2005.

**LANDSCAPE COMMITTEE REPORT:** Stan Jones reported that the last 10 trees were planted. Charles Gott made a motion that all future clusters that are to be painted should be offered the same choices of plantings. Jim Handschuh seconded the motion and all approved by voting aye.

**MAINTENANCE COMMITTEE REPORT:** Jim Handschuh reported that the new signs at the intersection have been put up.

**DOCUMENT REVISIONS COMMITTEE REPORT:** Charles Gott reported that a special meeting will need to be scheduled to go over the final revisions of the documents. The revisions from the attorney were discussed and taken into consideration. Hurricane shutters should go under Rules and Regulations. Once we get the final revisions from the attorney, it should only take an additional hour to review.

**COMPLIANCE COMMITTEE REPORT:** Checking to see if the Dish letter was sent. Villa #167 has crates of tile, will check to see if Code Enforcement sent a letter regarding this.

**OLD BUSINESS:** There were 3 plumbing claims that were presented to the Board. Charles Gott made a motion that the Association should not pay for the plumbing bills for Villas 17 and 18, as they were repairs that were made to the inside of the dwellings. Stan Jones seconded the motion, and all approved by voting aye. One bill for Villa 26 is still under review.

**NEW BUSINESS:** The annual meeting is scheduled for February 3, 2007 at 10:00am at Faith Community Church. There are 4 vacancies coming up for the Board, which will be filled by election at the February annual Homeowner's meeting. The mailing will go out by January 3, 2007. We will enclose the Intent to be a Candidate form for the Board with the welcome letter. The next Board Meeting is scheduled for January 17, 2007 at 1:00 pm at Casey Management.

**ADJOURNMENT:** There being no additional business to come before the Board the meeting was adjourned by unanimous consent at 6:00 p.m.

*Submitted by: Kim Bittar  
Association Manager*