

Oak Bluff Estates Phase 2 Homeowners Association Board of Directors Meeting Minutes
August 29, 2013

Call to order

Meeting called to order at 7:37 PM Present: John Reynolds, Dale Ricklefs, Janis Delman, Donna Allen and Heather Hood of RealManage. There is a quorum of the board
Homeowner guests: Ella Jez, Linda Cook, and Farrell Desselle

Previous Minutes

The minutes from the 5/7/13 board meeting were emailed to the board and approved unanimously

Management Reports

Board Status:

- Jim Michaud has submitted his resignation effective immediately. Since the 5/7 meeting Ella Jez also resigned and Donna Allen was added to the board. There are currently two board openings and two open board positions, President and Vice President. There are also two open committee chair positions, Landscape and Social.

Financial Report:

- Heather presented the HOA financials to date, actuals vs. budget. There were no items of concern. A motion was made and seconded to approve a reimbursement form for expenses incurred during the last social events. There was discussion followed by agreement to schedule a budget townhall for all HOA members on 4/8/14. The purpose will be to present how the HOA's funds are typically spent and to solicit input on the next year's budget prior to finalization.

New Business

- Discussion of the leased property. RealManage will contact the lessee re: upcoming annual lease payment and discuss cleanup plans for the CR123 fence line.
- Our current landscape company's contract expires in October. RealManage will solicit bids for next year, including the incumbent company in the process.
- Discussion of the need to focus on the Twin Ridge median plantings with respect to climate and irrigation costs.

Committee Reports

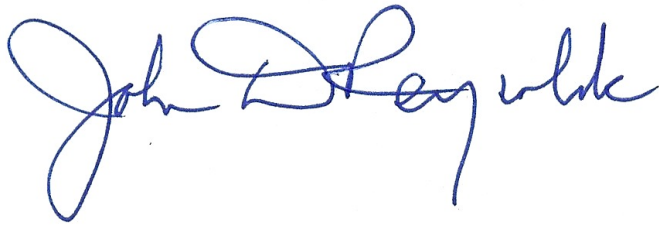
- Architectural Control Committee – Discussed an issue with a shed in violation of the deed restrictions but over four years old. Will not pursue removal of said shed.
- Communications – No report. Need to re-start this committee following Michaud resignation
- Finance/Budget – Dale – No new issues not covered in RealManage report
- Maintenance & Landscaping – No report. Need a new landscaping chair.
- Social Committee – Need a new chairperson following Michaud resignation. Committee members are reassessing the original planned event schedule and reducing to three or four major events with the focus being on the holiday party. Discussion of new ownership of the marquee board responsibility.

Executive Session Summary

- Farrell and Ella were elected to the board. Linda was offered the position as chair of the Landscape Committee and took it under consideration.
- Board officer positions were filled. The new President is Dale Ricklefs, Vice President is Ella Jez, Treasurer is Donna Allen. John Reynolds continues as Secretary with Janis Delman and Farrell Desselle as board members at large.

The next board meeting is scheduled for September 30th at 7:30 at Donna Allen's home at 8 Forest Mesa.

The meeting adjourned at 9:48 PM.

A handwritten signature in blue ink that reads "John Reynolds". The signature is written in a cursive style with a large initial "J" and "R".

John Reynolds, Secretary
Oak Bluff Estates Phase II Home Owners' Association
HOA Board of Directors