

**GILBERT RANCH HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
JANUARY 22, 2009**

Directors in Attendance: MaryAnn Barnhart, Steve Scarlett, Kent Power, and Tom Wells.

Also Present: Homeowners Tom and Jennifer Fithen (#15); Castle (#208); and John Rhoten (#647). Christal Crain of Lepin and Renehan Management was also present.

Absent: Josh Hankinson

A quorum was established and the meeting was called to order at 6:36 p.m.

Upon motion duly made and seconded, the following resolutions were unanimously passed unless otherwise indicated:

Resolved: To accept the October and November 2008 Financial Statements, subject to audit.

Resolved: To approve the November 6, 2008 Board Meeting Minutes, as written.

Notation: The Board would like to discuss management services. Nick Ferre, CEO of Lepin and Renehan was invited to attend February 5, 2009 Board meeting.

Resolved: To acknowledge the resignation of Josh Hankinson.

Resolved: To appoint Tom Fithen to the Board of Directors, effective February 1, 2009, to fill the unexpired term of Josh Hankinson.

Resolved: To elect the following directors to the offices marked opposite their names:

President:	Kent Power
Vice President:	Tom Wells

Notation: The Board will not send a courtesy letter prior to a "First Notice." The enforcement procedure will stay the same.

Notation: Russell Castle will meet with MaryAnn to discuss the installation of new trash cans.

Resolved: To remove all benches at the park areas, basket ball courts and playgrounds; not the trails.

Notation: Topic of replacement benches was tabled.

Notation: Tom Fithen will discuss the proposed Light Outage Committee with his neighbor. The committee will be responsible for walking the property to report lights in need of repair.

Resolved: To reimburse management for website administration in the amount of \$300.00.

Notation: Tom Wells arrived at 7:05pm.

Notation: The topic of pump timers was tabled.

Resolved: To revise the Assessment Collection Policy so that the lien intent letter will be sent out on the 30th of the month (January, April, July and October) advising that a fine (of 10% or \$15) has been placed on the account and that a lien will be applied if payment is not received by the 15th of the next month (February, May, August and November). This letter will replace the lien intent letter that is currently sent out on the 15th of the month (January, April, July and October).

Resolve: To endeavor not to appoint two or more members of the same lot to a committee.

Resolved: To endeavor not to appoint a member of a lot to a committee when another member of the same lot serves on the Board of Directors.

Resolve: To accept Tom Fithen's resignation from the Architectural Committee.

Notation: Scott Hass from Allscape Property Maintenance arrived at 7:20.

Notation: The following items were discussed with Scott Hass:

- Valve box covers and timers to deter vandalism. Scott will provide a written recommendation and costs to management.
- As the Association does not plan to convert to reclaimed water, Allscape is no longer installing scrubber parts. Instead, non-scrubber parts are being installed to save money in the long run.

Notation: Scott Hass left at 7:32

Resolved: Lot 228 (Abukhader) – To send a response letter granting an extension to install plants in the side yard; work is to be completed by March 31, 2009. The letter will also advise that the Board agrees that the Landscape Guidelines are in need of revision and a request to do so has been made to the Architectural Committee. In the meantime, enforcement of the current Landscape Guidelines will continue.

Resolved: That management will send letters asking that any/all furniture, including benches in the front yards be submitted for architectural approval.

Notation: Russell Castle will look at lot #77 and advise the Board if self help is necessary. This is in response to numerous emails received from a neighbor.

Resolved: To accept Tot Lot's proposed bi-monthly fee of \$465.00, for bi-monthly playground maintenance and inspections.

Resolved: To pay Aztec invoice #11-723, in full.

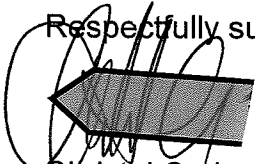
Resolved: To have Tot Lots remove the two fallen volleyball posts at the park off of Ivanhoe and Bermuda.

Notation: The topic of replacing the volleyball court nets and posts will be placed on the February 5, 2009 agenda.

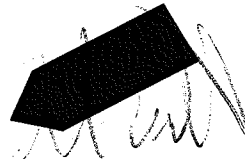
The next board meeting is scheduled for February 5, 2009, at 6:30 p.m.

There being no further business to come before the Board, the meeting was adjourned to Executive Session at 8:07 p.m.

Respectfully submitted,



Christal Crain
Recording Secretary



Steve Scarlett
Secretary

GILBERT RANCH HOMEOWNERS' ASSOCIATION
ASSESSMENT COLLECTION POLICY
REVISED SEPTEMBER 9, 2003

➤ 1ST OF THE MONTHS OF JANUARY, APRIL, JULY AND OCTOBER:

ASSESSMENT IS DUE AND PAYABLE TO:

GILBERT RANCH HOMEOWNERS' ASSOCIATION

➤ 30TH OF THE MONTHS OF JANUARY, APRIL, JULY AND OCTOBER:

If payment is not **RECEIVED** at the Management office or bank lock box by this date, a late fee of 10% or \$15.00, whichever is greater, is automatically assessed on every account showing an assessment due.

Notice is sent reminding the homeowner that the assessment was due the 1st of the month and that the late fee has been applied to the account, a lien will be filed on the property on the 15th day of the second month and the process to obtain a personal judgment started on the 1st day of the third month if the amount due remains unpaid. **THIS IS THE FINAL NOTICE THAT WILL BE SENT.**

➤ 15TH OF THE MONTHS OF FEBRUARY, MAY, AUGUST AND NOVEMBER:

If payment is not **RECEIVED** at the Management office or bank lock box by this date, a lien fee plus any additional fees incurred will be added to the homeowner's account and the lien automatically filed. **As of this date, payments must include all fees and be paid by Cashiers Check Certified Check or Money Order.**

NOTE: A LIEN WILL STAY IN PLACE AGAINST THE PROPERTY UNTIL SUCH TIME AS THE ACCOUNT HAS BEEN PAID IN FULL.

➤ 1ST DAY OF THE MONTHS OF MARCH, JUNE, SEPTEMBER AND DECEMBER:

If payment is not **RECEIVED** at the Management office or bank lock box by this date, a personal judgment will be obtained and any fees incurred will be added to the homeowner's account.

NOTE: WHEN A PERSONAL JUDGMENT IS RECEIVED, IT WILL BE REFERRED TO AN ATTORNEY FOR COLLECTION AND ANY FEES INCURRED WILL BE CHARGED TO THE HOMEOWNER'S ACCOUNT.

ALL PAYMENTS WILL BE APPLIED TO THE ACCOUNT AS FOLLOWS:

1. Assessments
2. Monetary penalties
3. Lien, judgment and legal fees
4. Late fees

THERE WILL BE A CHARGE FOR CHECKS RETURNED FOR INSUFFICIENT OR UNCOLLECTED FUNDS.