

Ashcombe Farms Dover HOA
Executive Board Meeting Minutes
Wednesday, December 5, 2012 - 7:00 PM

General session:

1. The meeting was called to order at 7:05. Present: Rich Farr, Judy Jackson, Scott Fiske, and Dennis Bowman, bookkeeper. Absent: Karen Hetrick. The Board greeted and welcomed new bookkeeper, Dennis Bowman.
2. Motion was made by Scott Fiske to accept the secretary's report from the last meeting. Rich Farr seconded. Motion carried.
3. Dennis Bowman shared the various document in his report to the Board. He stated these documents would be what he would be sending on a regular basis to the Board. The Executive Board was very impressed with the reports and commented we could actually understand where the HOA is at financially. Scott Fiske moved to accept the Financial Report as the Treasurer's report. Judy Jackson seconded. Motion approved.
4. No Lot Owners were present.
5. Old business
 - a. New Bookkeeper – shared various documents which will be held by both the Board Secretary in the HOA files, and by the Bookkeeper. All Board members were also provided with the same documents.
 - b. Newsletter articles will be written by the Secretary and shared at the March meeting.
 - c. Mike Swank will be asked to continue as the Web site manager and to find a free web site that is easier for him to upload articles.
6. New business
 - a. Review of books and types of reports possible
 - b. Dennis presented a proposed budget for 2013 which included an increase in the general fee to be able to pay for the projected mowing for 2013. Scott Fiske moved to ask Dennis to finalize the budget and Judy Jackson seconded. (*The final 2013 Budget was approved on December 7, 2012.*) Dennis will send a proposed final budget to the Board and we will approve via email. Motion approved. Dennis will email a copy of the corrected and approved budget and email it to the Secretary, Judy Jackson. She will make copies for the annual meeting.
 - c. The Board discussed how the General would be paid. The Board felt with the increase we should a payment plan that would cover 3 quarters and end in June. We discussed processing fee of \$2.50 for each quarter if lot owners choose the payment plan rather than pay it all in full. The secretary will email these amounts for Dennis and will help with the actual wording of the bill.
 - d. The Executive Board approved a lot owner request from Mike and Betty Feldblum. They wish to put either a trellis or a small plastic shed – less than the 100 square feet allowed for town home.

Executive Session of the Board – Guests will be dismissed, Notice of confidentiality

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regarding Executive Board business.

1. Treasurer's Report
 - a. Outstanding fee Status
2. Old business
 - a. Current status non-compliance –
 - b. Litigation Status and attorney action regarding delinquent and late fees and noncompliance issues :

Respectfully submitted,
Judy Jackson
Secretary for the HOA Executive Board

Date and place for the next HOA Board meeting – Wednesday, March 6, 2013 at 7:00
at Judy Jackson's home – 1842 Deerfield Drive.