

Harvest Run Phase III
Board of Director's Meeting Minutes
October 20, 2004

Meeting was called to order at: 7:03P.M.

Present at meeting: Chris Kouzios
 Allan Lamb
 Mark Rekowski
 Lynda Potas & Carol Brown B.P. Management Services

It was directed by the Board that any resident who still reflected a past due balance on their assessment account be issued a late fee and a past due notice.

Landscape enhancement was added to the budget. The last budget had only one line item to reflect the maintenance and the enhancements. This line item was divided to provide more accurate account of the total amount that was spent in one year.

It was requested that Management obtain a quote from Fields of Green for mulch.

The renewal contract with Fields of Green was unanimously approved by the Board. The contract is not considered a mow and go. It was revised to fit the needs of the Association without having standard contract items be billed as additional expense. The contract begins April 15, 2005 – November 15, 2005 for a total of seven months of service at \$1,075.00 per month.

A first draft of the budget was presented to the Board. The budget was reviewed and changes were issued. A second cut will be submitted to the Board within the next week.

It was unanimously approved by the Board to accept a quote from Haggpress to bind all the Association Governing Documents in to one booklet. A bound copy will be provided to each homeowner. The resident will be asked to sign for their copy to ensure no one is missed. Total cost: \$232.17.

A newsletter for January 2005 will be drafted between Carol and Lynda for a mailing in January with the budget and collection policy.

Meeting Adjourned: 9:06P.M.

Respectfully Submitted,

Carol Brown
B.P. Management Services, Inc.