

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

JANUARY 30, 2003

The Mooreland Estates Board of Directors met on January 30, 2003, in the Mooreland Estates Clubhouse.

The following Board members were present:

Myrte Veach, President
Nanette Holbrook, Vice President
Glenn Mizell, Treasurer
Bill Brewer, Member
Ron Jones, Member

Myrte called the meeting to order at 5:30 p.m.

The November 19, 2002, Meeting Minutes were approved upon a motion made by Bill, and seconded by Ron. Motion carried.

The November 30, and December 31, 2002, Financial Reports were reviewed and approved upon a motion made by Glenn, and seconded by Nanette. Motion carried.

The Board unanimously approved liens for 510 Sunberry and 7010 Tartan Drive. As well, the Board unanimously approved legal action against 1610 Rosewood Court.

UNFINISHED BUSINESS

A. Street Conversion Report

Hoil reminded the Board and those present of the current status of the street conversion process. He reported that the Street Conversion Committee had met with several City officials last year regarding our request to convert the streets from private to public. The meeting concluded with the denial of the committee's request. Items contributing to their refusal included the report that the streets were not constructed at the City's standards, nor were the storm water drains, nor were the current set backs observed. After some discussion, Dick Fowlkes agreed to mention this matter to Judge Harris and ask for his advice.

B. Lawn Care Discussion

Hoil reported both bids for lawn care were for \$1,200 per cut. Both companies would use 52" mowers, weed the curbs, and blow all hard surfaces. The Board stated that whichever company would agreed to cut the smallest yards with a push mower (24"), they would get the job. Hoil will contact the contractors.

MOORELAND ESTATES
JANUARY 30, 2003
PAGE 2

C. Other

It was noted that the large trash trucks were again entering the subdivision. Hoil will contact BFI and remind them that these trucks should only be allowed on Mooreland Boulevard.

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the in progress repairs and maintenance list. It was noted that two of the four roof replacement projects were either underway or completed. Acme Roofing did not meet the deadline previously set to complete the work therefore, a new contractor was hired. Roofing replacement price per square remained unchanged.

B. 1622 Vineland Water Leak

Hoil reported that after a month of calls to the City, the water department finally came out and identified an underground leak at the above-mentioned address. The plumbing repairs are in progress; however, the repairs to the street and grounds will be weather dependent. No time line has been established.

C. 305 Flowerwood Court

Hoil informed the Board that a hole in the parking lot had led to structural damage to the above mentioned home. After the Board reviewed multiple photographs and drawings of the affected areas, they unanimously agreed to proceed with its repair. The cost estimate was \$500 - \$850.

D. Other

Bill reported that a pipe had frozen and burst in a clubhouse wall and caused some damage to the interior. West Main Construction was completing the repairs. Furthermore, Bill also reported that the heating unit in the clubhouse had gone out and was probably to blame for the frozen pipe. Electrical repairs for the unit had already been completed.

The Board asked Hoil to follow up with the owners on Vineland Drive regarding the unapproved structure located on their deck, and request a timeline for bringing this structure into compliance.

Hoil informed the Board that the association's insurance would not pay for the damages to a vehicle caused by a falling tree during one of our recent ice storms. The Board acknowledged this fact, and asked Hoil to notify the owners.

MOORELAND ESTATES
JANUARY 30, 2003
PAGE 3

There was some discussion regarding the distribution of ice melt on Tartan Drive near the entrance. The Board agreed to purchase ice melt next year and make it available to volunteers who wish to distribute it on the streets.

The Board asked Hoil to contact Mr. Proctor regarding parking on the street, his garbage can and the old tire in his drive.

The next meeting will be held on February 18, 2003.

There being no further business to discuss, the meeting was adjourned at 6:31 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/03

Ron Jones, Member - 3/03

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

FEBRUARY 18, 2003

The Mooreland Estates Board of Directors met on February 18, 2003, in the Mooreland Estates Clubhouse.

The following Board members were present:

Myrte Veach, President
Nanette Holbrook, Vice President
Glenn Mizell, Treasurer
Bill Brewer, Member
Ron Jones, Member

Myrte called the meeting to order at 5:30 p.m.

The January 30, 2003, Meeting Minutes were approved upon a motion made by Bill, and seconded by Nanette. Motion carried.

The January 31, 2003, Financial Reports were reviewed and approved upon a motion made by Nanette, and seconded by Bill. Motion carried.

The Board unanimously approved to proceed with lawsuits on Donnelly, Heller, and Stouder.

UNFINISHED BUSINESS

A. Street Conversion Report

Dick Fowlkes is going to mention this matter to Judge Harris and ask for his advice. Hoil stated he could ask Judge Holt in Davidson County for advice as well.

B. Lawn Care Discussion

Hoil reported both bids for lawn care were for \$1,200 per cut. Both companies would use 52" mowers, weed the curbs, and blow all hard surfaces. The Board stated that whichever company would agreed to cut the smallest yards with a push mower (24"), would get the job. C&M has agreed to cut up to 12 yards with a push mower and therefore has been granted the contract.

C. Other

The Board asked Hoil to call BFI again about bringing large trucks into the neighborhood.

Parking continues to be a problem on Vineland Drive. Hoil will again try to resolve the matter.

MOORELAND ESTATES
FEBRUARY 18, 2003
PAGE 2

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the in progress repairs and maintenance list. It was noted that the last two of the four roof replacement projects were either underway or completed. The Board approved the painting of Ann Caswell's unit in the spring. Hoil will have ruts filled in the grass behind the clubhouse in the spring as well.

B. Annual Meeting Discussion

The Board agreed upon March 15, 2003, and the annual meeting time with the Board meeting preceding. Glen agreed to run again. Ron Jones has decided not to run.

C. Other

It was noted that there is a car being stored on Flowerwood Court. Hoil will notify the owner.

It was reported that cats are a problem on Vineland as well. Hoil will try to reach the homeowners who are violating the leash law.

The next meeting will be held on March 15, 2003.

There being no further business to discuss, the meeting was adjourned at 6:15 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/03

Ron Jones, Member - 3/03

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

MARCH 15, 2003

The Mooreland Estates Board of Directors met on March 15, 2003, in the Mooreland Estates Clubhouse.

The following Board members were present:

Nanette Holbrook, Vice President
Glenn Mizell, Treasurer
Bill Brewer, Member
Ron Jones, Member

Nanette called the meeting to order at 6:25 p.m.

The February 18, 2003, Meeting Minutes were approved upon a motion made by Bill, and seconded by Ron. Motion carried.

The February 28, 2003, Financial Reports were reviewed and approved upon a motion made by Bill, and seconded by Ron. Motion carried.

UNFINISHED BUSINESS

A. Street Conversion Report

Hoil stated he had not heard from Dick Fowlkes regarding his promise to mention this matter to Judge Harris and ask for his advice. Hoil stated he had sent a message to Judge Holt in Davidson County for advice as well.

B. Annual Meeting

The Annual Meeting will immediately follow this Board meeting. Nanette will officiate in Myrte's absence.

C. Other

Upon a motion made by Glenn, and seconded by Bill, the Board voted to omit the grass cutting of the Mooreland Boulevard median and the turf located to the west of the Moores Lane entrance. Motion carried. Hoil will notify the City.

MOORELAND ESTATES
MARCH 15, 2003
PAGE 2

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the in progress repairs and maintenance list. It was noted that the last two of the four roof replacement projects were either underway or completed. It was noted that a sewer cap was missing behind Ann Caswell's unit, street lights are still out at Reed and Rosewood Court, the fascia at the Watkin's residence needs to be painted, and the lawncare workers from last year left deep ruts in the ground behind the Strobl home.

B. 303 Flowerwood Court

The Board unanimously approved the roof replacement at 303 Flowerwood Court for West Main Construction not to exceed \$3,000.

C. Other

A question was asked when would the driveway be poured on Vineland Drive. Hoil will contact the City.

The next meeting will be held on April 15, 2003.

There being no further business to discuss, the meeting was adjourned at 6:55 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/06

Patricia Watkins - 3/06

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

MAY 20, 2003

The Mooreland Estates Board of Directors met on May 20, 2003, in the Mooreland Estates Clubhouse.

The following Board Members were present:

Nanette Holbrook
Glenn Mizell
Bill Brewer
Patricia Watkins

The meeting was called to order at 6:02 p.m.

Officer elections were held and a motion was made by Trish to elect Myrte Veach, President, Nanette Holbrook, Vice President, and Glenn Mizell, Treasurer. Bill seconded the motion. Motion carried.

The March 15, 2003, Meeting Minutes were approved upon a motion made by Bill, and seconded by Trish. Motion carried.

The March 31 and April 30, 2003, Financial Reports were reviewed and approved upon a motion made by Bill, and seconded by Trish. Motion carried.

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the in progress repairs and maintenance list. It was noted that 1606 RWC still needed the fascia painted above the front gutter. Furthermore, Hoil reported that although there had been some minor roof damage during the recent storms, it all appeared minor with no indication of hail damage. No insurance claim was made. He stated that Mr. Harris at 305 Flowerwood had reported damage to his HVAC as a result of the storms. Nationwide and Westwood Management informed him that this was not covered. He became very aggravated by this news and threatened legal action. Mr. Connor at Nationwide stated that he no longer felt comfortable in dealing directly with Mr. Harris. The Board asked Hoil to send a letter to Mr. Harris asking him only to contact Mr. Connor's office by fax and mail -- no verbal communication.

MOORELAND ESTATES
MAY 20, 2003
PAGE 2

B. Lawn Care Committee

Nanette and Hoil both remarked at the number of phone calls received recently regarding the mowing service. The large mowers are being used in all the yards, several areas are being missed, and very little blowing is taking place. Hoil stated he had spoken with the company several times and met them on the property twice to discuss these shortcomings. After some discussion the Board agreed that Hoil should let them know their contract is in jeopardy should the level of service continue.

C. Sidewalk Request

Hoil stated he had been asked to extend the sidewalk by the 400 Flowerwood Court building. The Board asked Hoil to obtain a preliminary bid.

D. Stone Purchase

The Board unanimously agreed to pay Glenn Mizell \$100 for stone removed from his unit. Ultimately, the stone can be used to make repairs elsewhere.

E. Other

Bill noted vandals had again thrown the pool furniture in the pool.

Acting on a complaint. The Board asked Hoil to contact the Dixons regarding the odor of their pets' droppings.

Hoil was also asked to contact the owners at 1632 Vineland regarding their cat running loose.

There being no further business to discuss, the meeting was adjourned at 6:55 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/06

Patricia Watkins - 3/06

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

JUNE 17, 2003

The Mooreland Estates Board of Directors met on June 17, 2003, in the Mooreland Estates Clubhouse.

The following Board Members were present:

Myrte Veach, President
Nanette Holbrook, Vice President
Glenn Mizell, Treasurer
Bill Brewer, Member
Patricia Watkins, Member

The meeting was called to order at 5:33 p.m.

The May 20, 2003, Meeting Minutes were approved upon a motion made by Bill, and seconded by Nanette. Motion carried.

The May 31, Financial Reports were reviewed and approved upon a motion made by Nanette, and seconded by Bill. Motion carried.

UNFINISHED BUSINESS

A. 305 Flowerwood Insurance claim

Hoil explained that he had spoken with Mr. Harris several times since the last meeting concerning his claim. Apparently, Mr. Harris took issue with the letter sent, at the request of the Board, asking him to direct all future correspondence to the insurance agency in writing. He accused Hoil of only telling one side of the story. Hoil stated that at the time of the meeting he was not aware that there was a different report on how Mr. Harris' demands of the insurance agent had been met. So in fairness, after speaking with Mr. Harris, Hoil reported that Mr. Harris told him that he had called the local Nationwide office and had been told a lie. He asked to speak with an adjuster. It was noted that no adjusters office in the agency. He finally spoke with Mr. Folks, an associate of Mr. Connors, and he demanded the name and number of Mr. Connors boss. Since Mr. Connor owns the agency Mr. Folks suggested, perhaps in jest, that Mr. Harris contact Mr. Connor's wife. Hoil went on to say the claim was filed after emotional phone calls from Mr. Harris, even though it was apparent that there was no coverage for his HVAC damage. The adjuster had been out; he reported no evidence of hail damage to the roof, as claimed by Mr. Harris, and no coverage for the HVAC unit. Hoil stated Mr. Harris requested a meeting with the Board regarding this matter. He is invited to the next meeting. Furthermore, the Board stated that protocol had been followed to fullest extent. The Board instructed Hoil to have Bob Notestine handle any further necessary communications with Mr. Harris concerning his alleged storm damage.

**MOORELAND ESTATES
MEETING MINUTES
JUNE 17, 2003**

Page 2

B. Other

After discussion it was decided not to line stripe the parking lot at this time.

Hoil stated the playground area would be mulched after weed control was completed.

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the repairs in progress report. Hoil stated he had not received the estimate for the sidewalk extension at Flowerwood Court, and as well was gathering information regarding the ongoing drainage problem at Betty Stadlers home. Hoil was asked to obtain information on the cost of gutter cleaning if all of the members participated as a group.

B. Lawn Care Committee

The Board approved spending \$625 to have West Main Construction remove shrubs and seed and straw certain areas around the clubhouse common area. Hoil was also instructed to have C&M trim remaining shrubs. Furthermore, Hoil will ask Mooreland II for their assistance with paying for the mowing and landscaping of the median area of Mooreland drive, as they derive benefit from its maintenance. As well, he will talk to the City about removal of a dead tree in the same median. The Board also asked Hoil to have the field bushhogged.

C. Paving Discussion

Glenn reported that he had asked Hoil to obtain a new paving estimate for Mooreland. With it he hoped to create a multiyear special assessment plan to allow for the street paving to be completed in phases. Hoil will discuss the matter with the attorney.

D. Other

Bill noted vandals had done more damage at the pool. There was some discussion about a solution to this problem but nothing was resolved.

Also there is still a dog and cat problem in the neighborhood.

Trish is to bring a proposal as to how to most effectively welcome new members to the association to the next meeting.

**MOORELAND ESTATES
MEETING MINUTES
JUNE 17, 2003**

Page 3

Acting on a complaint. The Board asked Hoil to contact the Dixons regarding the odor of their pets' droppings.

Hoil was also asked to contact the owners at 1632 Vineland regarding their cat running loose.

There being no further business to discuss, the meeting was adjourned at 6:30 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/06

Patricia Watkins - 3/06

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

AUGUST 19, 2003

The Mooreland Estates Board of Directors met on August 19, 2003, in the Mooreland Estates Clubhouse.

The following Board Members were present:

Myrte Veach, President
Glenn Mizell, Treasurer
Bill Brewer, Member
Tricia Watkins, Member

The meeting was called to order at 5:36 p.m.

The June 17, 2003, Meeting Minutes were approved upon a motion made by Bill, and seconded by Tricia. Motion carried.

The June 30 and July 31, Financial Reports were reviewed and approved by acclamation.

The Board granted Hoil the authority to take whatever matter necessary to collect the past due fees.

UNFINISHED BUSINESS

A. Lawn Care Follow Up

Hoil reported he had met with the lawn care contractors and explained to them the service deficiencies. An immediate timeline for improvement was established. Hoil stated that although their service has not been perfect since that time, it has been greatly improved and they are sincerely trying to do a good job. The Board agreed.

B. Fence Installation

It was noted that the shrubs had been removed along the rock wall by the pool. For safety reasons, a fence should now be installed. A preliminary fence bid of \$1,950 was received from West Main Construction for a horizontal shadow box fence. The Board approved the style but asked Hoil to secure at least one additional bid. The Board approved the project to be let to the lowest bidder.

C. Other

Hoil reported that an assessment would require the vote of the homeowners.

Hoil also reported that Bill and he had met with Mr. Harris at 307 Flowerwood Court concerning his insurance complaints.

**MOORELAND ESTATES
MEETING MINUTES
AUGUST 19, 2003**

Page 2

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the repairs in progress report. Hoil stated 4 additional units would need new roofs this fall. The Board agreed. The procedure will remain the same. The low bidder will complete the job assuming it can be done on a timely basis.

B. Communication Committee

After some consideration regarding the need for such a committee and the associated duties, Tricia made a motion to establish a Communication Committee to help greet neighbors and disseminate information. Bill seconded the motion. Motion carried. Tricia accepted the appointment as committee chairperson.

C. Sidewalk Request

Hoil presented a \$765 bid for a sidewalk extension at the end of the 400 Flowerwood Court building. It was the consensus of the Board that this project should be done, but due to cash flow restraints, further discussion was deferred to late fall.

D. Retaining Wall Request

The request to remove the retaining wall on Volunteer Court (Mohammad) and to replace it was unanimously denied on the grounds that the wall, although damaged, is still serving its function to hold back the soil from the area above. It was not designed to hold back the water that is apparently leaking into the crawl space on the unit below. Therefore, the Board approved the repair of the wall, not the replacement.

Hoil presented bids to installed a retaining wall on Reed Court (Stadler) to help resolve her erosion problems. Glenn stated that the repairs should be made to divert the water before it reaches her home. Hoil asked the Board to look at the problem and Glenn offered to meet the contractors on site if necessary.

E. Improvement Request

Hoil presented a request received from 1600 Rosewood Court (via Tricia), for the installation of a deck. The plan was reviewed and approved upon a motion made by Glenn and seconded by Tricia. Motion carried.

**MOORELAND ESTATES
MEETING MINUTES
AUGUST 19, 2003**

Page 3

F. Other

Hoil reported several trailers had crept back into the cul-de-sacs. He asked for the Board's help in identifying them.

There being no further business to discuss, the meeting was adjourned at 6:55 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/06

Patricia Watkins - 3/06

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

SEPTEMBER 16, 2003

The Mooreland Estates Board of Directors met on September 16, 2003, in the Mooreland Estates Clubhouse.

The following Board Members were present:

Myrte Veach, President
Nanette Holbrook, Vice President
Glenn Mizell, Treasurer
Bill Brewer, Member
Tricia Watkins, Member

Hoil Crowe and Bob Spencer were present to represent Westwood Management.

The meeting was called to order at 5:32 p.m.

The August 19, 2003, Meeting Minutes were approved upon a motion made by Bill, and seconded by Glenn. Motion carried.

The August 31, 2003, Financial Reports were reviewed and approved by acclamation.

Upon a motion by Bill, and a second by Nanette, the Board granted Hoil the authority to foreclose against Stouder at 209 Flowerwood Court if not paid in full in 30 days.

UNFINISHED BUSINESS

A. Fence Installation

Hoil presented a second estimate that had been received from Darrel Lyle Construction for the installation. Since his bid was greater than that on West Main Construction (WMC), the project was given to WMC. The job was completed at the time of the meeting.

B. Sidewalk request

Upon a motion by Glen, and a second by Nanette, the Board deferred a decision until after the first of the year.

**MOORELAND ESTATES
MEETING MINUTES
SEPTEMBER 16, 2003**

Page 2

C. Retaining wall request

Upon a motion by Glenn, and a second by Bill, the Board asked Hoil to get a bid to repair the retaining wall at Volunteer Court (Mohammed).

Upon a motion by Nanette, and a second by Glenn, the Board decided it is the homeowner's responsibility (Knox) to remove / install the tie wall around his home. The homeowner will be asked to remove it immediately. The Board asked Hoil to obtain a preliminary bid to remove and reinstall his retaining wall.

D. Other

Betty Stadler at 7029 Reed Court was present to discuss her drainage problem. Hoil stated that he and Bill had met onsite to again review the problem, and he presented a possible solution of putting in a (speed bump) diverter to an existing drain. Hoil will be meeting with the two construction companies to get more input to bring an updated report to the Board.

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the repairs in progress report. Hoil stated 2 additional units would need new roofs this fall. The Board agreed. The procedure will remain the same. The low bidder will complete the job assuming it can be done on a timely basis.

B. Committee Reports

Newsletter – After discussion concerning the CCR amendment, Glenn presented copies of the amendment to be sent to all the homeowners. The Board will review and approve at the next meeting. It was suggested that an update on the street repaving should also be sent to all homeowners.

Landscape- The Board asked Hoil to have the poison oak killed that is in the tree by the clubhouse.

Hoil was asked to remove a dead tree at the corner of Vineland and Tartan.

The owner of 7027 Reed Court needs her shrubs and trees trimmed off of her house.

**MOORELAND ESTATES
MEETING MINUTES
SEPTEMBER 16, 2003**

Page 3

C. Clubhouse Usage

A request was made to use the clubhouse and parking lot for a Cancer Foundation garage sale on October 25. The request was approved by the Board on a motion by Glenn and a second by Nanette.

Bill reported that the clubhouse refrigerator was constantly running and needed replaced. Glenn made a motion to check discount locations for a replacement not to exceed \$350. Nanette seconded the motion. Motion carried.

Bill reported that the floor under the ice machine has rotted and needed replaced. Hoil was asked to get bids to replace the floor, set the icemaker in a drain pan, and have it drain outside.

D. Other

Bill reported that a light is out at Reed Court. Hoil stated that the electrician stated that it would be \$800-\$1000 to repair. Glenn made a motion to have it repaired as long as it did not exceed \$1000. Trish seconded the motion. Motion carried.

Patricia brought up the fact that the Clubhouse carpet was in need of cleaning. After much discussion about how to be sure the Association was recouping the cost of maintaining the clubhouse after member usage, it was decided that Hoil would have the carpeting cleaned after the charity function.

Patricia was continuing to contact homeowners to be members of the Communication Committee.

The next meeting was set for October 21, 2003

There being no further business to discuss, the meeting was adjourned at 6:42 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/06

Patricia Watkins - 3/06

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

OCTOBER 21, 2003

The Mooreland Estates Board of Directors met on October 21, 2003, in the Mooreland Estates Clubhouse.

The following Board Members were present:

Myrte Veach, President
Nanette Holbrook, Vice President
Glenn Mizell, Treasurer
Bill Brewer, Member
Tricia Watkins, Member

Hoil Crowe was present to represent Westwood Management.

The meeting was called to order at 5:31 p.m.

The September 16, 2003, Meeting Minutes were approved upon a motion made by Tricia, and seconded by Nanette. Motion carried.

The September 30, 2003, Financial Reports were reviewed and approved upon a motion made by Bill, and seconded by Nanette. Motion carried.

UNFINISHED BUSINESS

A. Retaining Wall

Proposals to repair the retaining wall at the Knox (<\$2400) and Mohammed (<\$350) homes were presented, reviewed and approved upon a motion made by Bill, and seconded by Tricia. Motion carried. Only minor repairs to the existing drain at Ms. Stadler's home were approved at this time.

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the repairs in progress report. Hoil stated he was still trying to lock in a roofer to complete the roofs previously approved. The procedure will remain the same. The low bidder will complete the job assuming it can be done on a timely basis.

**MOORELAND ESTATES
MEETING MINUTES
OCTOBER 21, 2003**

Page 2

B. Committee Reports

Landscape - The Board noted the lawn care workers were doing a much better job.

Amendment – The amendment was unanimously approved as corrected and approved for mailing. Myrte and Hoil will prepare the memo that will accompany the mail out.

Communications – Tricia submitted a preliminary list of block captains.

C. Clubhouse Ice Machine

Hoil reported a drain tray had been ordered for the ice machine at a cost of \$60. Repairs to the damaged floor, under the ice machine should run approximately \$350. The Board unanimously approved both expenditures.

D. Clubhouse Carpet Cleaning

The Board approved the \$500 invoice to have all the carpeting cleaned upon a motion made by Nanette, and seconded by Tricia. Motion carried.

E. Other

It was reported by Hoil that he had received a complaint regarding the Dixon's dog. Specifically, the dog's aggressive behavior and their continued practice of washing the dog's feces off the deck onto the ground were the concerns. The Board asked Hoil to contact the Health department and Animal Control.

The next meeting was set for November 18, 2003

There being no further business to discuss, the meeting was adjourned at 6:15 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/06

Patricia Watkins - 3/06

Bill Brewer, Member - 3/05

**MOORELAND ESTATES
BOARD OF DIRECTORS
MEETING MINUTES**

NOVEMBER 18, 2003

The Mooreland Estates Board of Directors met on November 18, 2003, in the Mooreland Estates Clubhouse.

The following Board Members were present:

Nanette Holbrook, Vice President
Glenn Mizell, Treasurer
Bill Brewer, Member
Tricia Watkins, Member

Hoil Crowe and Bob Spencer were present to represent Westwood Management.

The meeting was called to order at 5:42 p.m.

The October 21, 2003, Meeting Minutes were approved upon a motion made by Bill, and seconded by Patricia. Motion carried.

The October 31, 2003, Financial Reports were reviewed and approved upon a motion made by Patricia, and seconded by Bill. Motion carried.

UNFINISHED BUSINESS

A. Sidewalk

A decision on sidewalks was deferred.

NEW BUSINESS

A. Repairs & Maintenance Update

The Board reviewed the repairs in progress report. Hoil presented the roofing repair bids. Hoil was asked to get three painting bids. It was reported that there were mounds of dirt that need to be leveled from repairs on the Reed Ct. light.

B. Committee Reports

Landscape – Upon a motion by Nanette and a second by Patricia, the Board approved having one more lawn cutting.

Amendment – Hoil was asked to remove “page #26” from the amendment.

**MOORELAND ESTATES
MEETING MINUTES
NOVEMBER 18, 2003**

Page 2

Communications – Patricia sent letters to all of the street captains with information concerning upcoming plans.

B. Clubhouse Ice Machine

The drain pan has been received and the repair work is scheduled.

C. Clubhouse Carpet Cleaning

The Board agreed that the carpet cleaners had done a good job.

E. Budget Review and Approval

The Board unanimously approved the proposed budget after a \$10.00 per unit dues increase, and reducing the landscaping by \$1,000 and adding \$500 each to the Social and Painting categories.

The next meeting was set for December 16, 2003

There being no further business to discuss, the meeting was adjourned at 6:33 p.m.

Myrte Veach, President - 3/05

Nanette Holbrook, Vice President - 3/04

Glenn Mizell, Treasurer - 3/06

Patricia Watkins - 3/06

Bill Brewer, Member - 3/05