

**Mountain Brook Community Association
Board of Directors Meeting
2 March 2004**

Members Present:

**Andy Chabelal
Mark Thompson
Dave Peebles
Phil Copeland**

Members Absent:

**Bob Seaman, Manager
Marshall McBride**

Meeting called to order by the President.

The Board approved the meeting minutes for 4 and 10 February

OLD BUSINESS:

No fines assessed in February. Two residents have received warnings for parking violations.

RE:Sheds and Structures. Andy will write each affected homeowner, as outlined in the 10 February minutes.

Phil will buy the “trash grabbers” as outlined in the 10 February minutes.

Dave reported on the bids for the “Covenant Protected” signs. The two bids came in at \$520 each and \$627 each. The Board decided to pass and Mark will get an estimate from his contact.

NEW BUSINESS:

Bill Stewart has replaced John Wiggins as Chairman of the Architectural Control Committee. That committee is currently tasked with preparing a new updated Community Standards Booklet for all homeowners.

The Board approved the Lawn Structure Enforcement Plan (attached). This plan cannot go into effect until the new Standards Booklet is distributed.

The landscaping contract has been completed with Greensweep at a cost of \$1221 per month. The Board will invite the owner to our next Board Meeting to review performance.

The Board approved a motion to hire a contractor to remove the willow tree at the north entrance. Estimated cost: \$100

Mark has three of the four flower bed sprinklers working and will complete the job shortly.

The Board approved the flower bed plan (approx \$750) and committed to a work day Saturday, 6 March.

The Board approved a fine for one homeowner, in accordance with the previously approved procedure. Bob Seaman will be advised to bill the homeowner.

Meeting adjourned by the President

DLP

LAWN STRUCTURE ENFORCEMENT PLAN

STEP 1: IDENTIFY FOUR AREAS FOR MONITORING AND MONITORS

AREA 1. FOREST TRACE---MONITOR: ANDY CHABELAL
AREA 2. OAK POINT AND EUCLID---MONITOR: PHIL COPELAND
AREA 3. CLEARBROOK COURT AND POOL AREA--- MONITOR:
DAVE PEEBLES
AREA 4. REMINGTON AND HIGHER---MONITORS__MARK
THOMPSON AND MARSHALL McBRIDE

STEP 2: PUBLISH NEW STANDARDS BOOKLET WITH YARD STRUCTURE RESTRICTIONS INCLUDED.

STEP 3. TWO WEEKS AFTER NEW STANDARDS BOOKLETS ARE DELIVERED, AREA MONITORS IDENTIFY ALL CURRENT VIOLATIONS. PRESIDENT/VICE PRESIDENT CALL EACH AND ADVISE THAT TICKETING WILL BEGIN ON_____.

STEP 4. AREA MONITORS TICKET ALL VIOLATORS ON THE EVENING OF_____, LOG ALL INFORMATION ON THEIR TICKET LOG.

STEP 5. AREA MONITORS DELIVER A NOTICE OF FINE TO ALL RESIDENCES IN VIOLATION.

STEP 6. AREA MONITORS MUST NOW KEEP A DAILY FINE LOG , WITH ALL INFORMATION, OF VIOLATIONS AT THE LOCATIONS FROM STEP 5.

STEP 7. AT THE FIRST TUESDAY MEETING OF THE BOARD OF DIRECTORS, EACH MONITOR WILL PROVIDE THE MANAGER, BOB SEAMAN, WITH A COPY OF THEIR FINE LOG. BOB WILL IMMEDIATELY SEND A BILL TO EACH HOMEOWNER LISTED, WITH A DUE DATE OF 30 DAYS. IF NOT PAID IN 30 DAYS, BOB WILL TURN OVER THE BILL, WITH SUPPORTING INFORMATION, TO OUR ATTORNEY FOR COLLECTION.