

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
OF THE CIRCLE E ASSOCIATION**

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**HELD  
JANUARY 30, 2007**

**CALL TO ORDER:**

The meeting was called to order by Director Polk at 6:30 p.m.

**ROLL CALL:**

Directors present: Michael Polk and Sergio Castillo

Directors absent: Lisa Pioli

Also present: Rebecca Shell of VierraMoore and owner indicated on the sign in sheet

It was determined that a quorum was present.

**PROOF OF NOTICE:**

An Affidavit executed by Rebecca Shell attesting to the mailing of the Notice of the Regular Meeting of the Members and a copy of the Notice were presented for filing in the Association's Minute Book.

**APPROVAL OF MINUTES:**

On a motion made by Director Polk, seconded by Director Castillo and unanimously carried, the Minutes of the Board of Directors Meeting held October 12, 2006 were approved as presented.

**FINANCIALS:**

- A) **Balance Sheet:** The Board reviewed in detail the Association's financial statement as of December 2006 including the balance sheet, income and expense report, budget comparison report and reserve balances.
- B) **Accounts Receivable:** The Board reviewed the account payables and receivables as of December 2006.

**REPORTS:**

- A) **Architectural:** Management provided the Board with the current architectural report for review. No action required.
- B) **Service Request Report:** Management provided the Board with the current service request report for review. No action required.
- C) **Violation Report:** Management provided the Board with the current violation report for review. No action required.

**UNFINISHED BUSINESS:**

- A) **SB61 Election Rules:** On a motion made by Director Polk, seconded by Director Castillo and unanimously carried the Board ratified the approval of the Election Rules and Procedures as published to the membership.
- B) **Street Deterioration:** Service request sent to City will not repair as it is a private street. Maintenance advised that Water Company must be notified of situation and they may perform needed repairs.
- C) **Mailboxes:** Arch Committee approved mailbox and post to be added to HOA website and next newsletter.

**NEW BUSINESS:**

- A) **Membership Meeting:** On a motion made by Director Polk, seconded by Director Castillo

and unanimously carried the Board appointed VierraMoore, Inc. as the inspector of elections for the membership meeting scheduled for April 5, 2007 at 7:00p.m..

- B) 4 Terraced Hills Circle:** On a motion made by Director Polk, seconded by Director Castillo and unanimously carried the board approved the removal of existing sod and replacement with alternate sod at 4 Terraced Hills Circle, not to exceed \$500.00.
- C) Membership Awareness Meeting:** Board requested newsletter article requesting volunteers to coordinate the Meeting in June.

**OPEN FORUM:**

None

**NEXT MEETING:**

It was discussed and agreed upon by the Board of Directors that the next scheduled meeting would be the membership meeting held on Thursday, April 5, 2006 at 6:30 p.m. and a Board of Directors Meeting immediately following at 18 Terraced Hills Circle.

**ADJOURNMENT:**

There being no further business and no objections the meeting was adjourned at 7:07p.m.