

**Foxboro Coventry Towns Homeowners Association
Management Committee Meeting**

Meeting Purpose:	Management Committee Meeting		Prepared by:	Donald Lowry	
Meeting Date:	02/15/10	Meeting Time:	6:30 PM	Location:	HOA Clubhouse

Meeting Attendees

- Donald Lowry, Richard Dyson, Shana Lattuner, Matt Klein and Jesse Montgomery

Meeting Minutes

Delinquency Update

Donald provided the management committee with an update on the delinquency report, which he sent out on February 14th. Although the percentage of delinquencies has declined, there are still a few outstanding delinquencies that have been turned over to Jones/Waldo for collections.

Visitor Parking Rule

Resulting from a recent situation, whereby a homeowner requested approval for an extension to the three (3) day visitor parking provision for an individual actually living at the unit, the management committee agreed that the approval for extending visitor parking would be limited to the two (2) week provision. Any person who would be staying beyond two (2) weeks will be considered a resident as interpreted by the visitor parking rule, Section 3.20 (p). Homeowners requesting approval beyond two (2) weeks will be informed that they will need to find alternative parking for the vehicle.

Fitness Center Hours

The management committee discussed a recent request received from a homeowner to extend the hours of use for the fitness center. The board agreed that the hours of operation for the fitness center would remain unchanged (until 10:00 pm), since extending the hours of the fitness center without considering extending the hours for events held at the clubhouse, or the hours of operations for the pool facilities wouldn't be a fair and consistent approach for enforcing the regulations with respect to the hours of operations for the community amenities.

Planning for the Election of a New Management Committee

Considering the boards' term will expire in July 2010, along with the uncertainty of any of the existing members running for re-election, the board discussed what planning needs to begin to ensure a smooth transition of the responsibilities to a newly elected board. Some of the things discussed were: (1) sending out a questionnaire to the community to determine homeowners who may have an interest in serving on the board, and (2) holding Q & A sessions as part of the monthly management committee meeting to answer homeowner questions with respect to the roles/responsibilities for serving on the board. Donald agreed to following up with the Association's attorney on what can and cannot be included in the questionnaire.

Reserve Contributions 2010

Donald informed the management committee that a \$10,000 dollar contribution was made to the reserve account in January and that he will be reviewing the February financials to determine the February contribution.

New Water Rates for 2010

Donald briefly reviewed the anticipated water expense for 2010 based on the recently announced rate change by North Salt Lake City. Although the per gallon cost will be less than the 2009 cost - the planned expenses for 2010 were understated and that we could potentially be \$6,000 over plan. Donald will be arranging a meeting with Brett Miller and an individual recommended by the city to help the Association conserve water in the summer months and reduce costs.