

## **The Meadows at Timberhill Home Owners' Association**

Minutes of Thursday November 16, 2023 Board meeting

**Meeting called to order** at 7:00 p.m. PDT. **Present:** President Robert Neary, Treasurer Maggie Wang, Secretary Ike Ghozeil, Jason Peter of Willamette Community Management (WCM), and owners Bruce Bowlby, Tricia Bowlby, Chantal Chevalier, Marianne Clausing-Lee, Nancy Neary, and Tamina Toray. Meeting was conducted via Zoom using the following link:  
<https://us06web.zoom.us/j/84760168317>

### **Open Forum:**

1. An owner mentioned a potential new painting contractor and was requested to send the contact information to WCM
2. An owner reported water seepage around an upstairs window – will work with WCM to determine cause of seepage and getting this repaired

### **Housekeeping and Report Items:**

1. Approve Minutes from the Board meeting of September 7, 2023 – Ike
  - a. The minutes as posted on website were approved
2. Approve the Treasurer's report – Maggie
  - a. Financial reports were reviewed and are in order – expenses look reasonable
  - b. Treasurer made suggestions to WCM for clarifying the status of the special assessment
  - c. Treasurer has not yet received monthly statements from Umpqua Bank
  - d. The Treasurer's report was approved
3. ARC request – none at this time
4. Committee reports – Landscape Committee
  - a. Composed of Tamina Toray and Chantal Chevalier, discussed proposed wording of and possible actions to enforce lawn watering
  - b. Need to have a resolution passed by the Board when the CC&Rs are not clear, as is the case for watering
  - c. Committee will resend to the Board their previous write-up
5. Report from Willamette Community Management
  - a. Special assessment of \$4.8K/unit – all owners are current in their payment plans
  - b. Status of delinquent accounts – no major issues
  - c. All reroofing has been completed – reroofing company has been asked to do final clean-up and to fix an air-conditioning issue resulting from their work
  - d. Gutter cleaning has been completed
  - e. Landscaping
    - Some trees need pruning/trimming – HOA will hire arborist for this work
    - Landscaping company has been asked to rebid for work in 2024, based on a bi-weekly mowing frequency versus the current weekly mowing
  - f. Painting status
    - Decision on resumption of painting is on hold until we know how much funds we have on hand at the end of the year
    - At the next Board meeting WCM will provide cost estimate of repainting
  - g. Waiting for input from insurance company for next year's premiums
    - Number in proposed budget is a placeholder

- h. WCM has provided a tentative budget for 2024 – will be discussed at next Board meeting
    - Allocation to reserves should be the same as for 2023
    - Reserve study is done at this time of the year – worth noting is that reroofing planned for future years was done in 2023 to lock in cost of this work
    - Discussed possible reduction in regular monthly assessments – will reconsider when extent of painting needs is determined
  - i. Other items regarding WCM – none at this time
6. General announcements and items for the record – none at this time

**Discussion and Decision Items:**

1. Work for treatment of lawns for crane fly infestation and for moss has been approved
2. A committee had been established to develop a resolution that clarifies the owners' obligation regarding lawn watering because the wording of CC&R Section 3.9.1(b) is not precise on this subject
  - a. Committee will resend to the Board the wording it has developed – results of Committee's work will need Board approval for implementation
3. Annual meeting will in January 2024 – date and time will be announced at a later date
  - a. Board President will pull together his annual status letter to the owners
  - b. Letter will include the request that owners address their emails to the general WCM email address ([wcm@willamettecm.com](mailto:wcm@willamettecm.com)) with a cc to the Manager ([jason@willamettecm.com](mailto:jason@willamettecm.com)) to ensure fast responses
4. Next meeting will concentrate on the 2024 budget and will be on Thursday December 14, 2023 at 7:00 PM PST via Zoom at this link: <https://us06web.zoom.us/j/84760168317>

**Action Items:**

1. Landscape Committee will resend to the Board their wording for a resolution clarifying the CC&Rs' wording for lawn watering by owners
2. WCM will obtain bids from arborists for tree pruning/trimming and will invite Board President to participate in arborists' inspection of needed work
3. WCM will contact insurance agent to determine the 2024 premium in preparation for the December budget discussion
4. WCM will contact landscaping company for their bid for 2024 based on a reduced mowing frequency, in preparation for the December budget discussion
5. WCM will provide a cost estimate for painting in 2024

**Date and time of next meeting:** Thursday December 14, 2023 at 7:00 PM PST via Zoom at this link: <https://us06web.zoom.us/j/84760168317>

**Adjournment** was at 7:45 PM PST  
Respectfully submitted, Ike Ghozeil, Secretary