

The Meadows at Timberhill Home Owners' Association

Minutes of Thursday June 20, 2024 Board meeting

Meeting called to order at 7:00 p.m. PDT. **Present:** President Robert Neary, Treasurer Xiaoqin (Maggie) Wang, Secretary Ike Ghozeil, Charlotte Fleming and Sherrie Tate of Fleming Properties LLC (FPL), and owners Marianne Clausing-Lee and Tamina Toray. Meeting was conducted via Zoom.

Open Forum: Tamina expressed appreciation and praise for Sherrie's responsiveness and thoroughness in handling requests and issues as they come up

Housekeeping and Report Items:

1. Approved Minutes from the Board meeting of May 29, 2024 – Ike
2. Approved the Treasurer's report – Xiaoqin (Maggie)
 - a. Treasurer reported that the financials look reasonable and the report was approved
 - b. Treasurer requested clarification for an expense of about \$8.8K, and FPL explained that it was for work done by arborist
 - c. Treasurer reported on putting \$100K of our reserves into two CDs, and Board approved putting \$50K into a 12-month CD at Umpqua Bank at this time (see Discussion and Decision section for formal action) – additional CDs will be considered later in 2024
3. ARC request – None at this time
4. Committee reports – None at this time
5. Report from Fleming Properties LLC (FPL)
 - a. Status of delinquent accounts
 - Number of delinquent accounts is small and delinquency amounts are also smaller
 - b. Landscaping – Mowing and maintenance, no report at this time
 - c. Landscaping – Bark dust
 - Only one bid received by a bark provider who can also spread the bark
 - Board approved bid for using hemlock bark, which will be blown into place
 - Hemlock is long-lasting and does not have splinters
 - Work will be done within two weeks of contract signing
 - d. Roofing issue – Venting
 - Some of the buildings reroofed recently had their vents roofed over when they should not have been - contractor has been apprised of this issue
 - Sherrie worked with independent inspector (paid for by HOA) to determine adequacy of roof vents on recently reroofed buildings
 - Inspector will provide a building-specific report on the findings
 - Preliminary findings: good ridge fans, some dryer vents have lint accumulation, inability to determine venting conditions within attics – no access
 - HOA is paying for this inspection, which may be reimbursed if roofing contractor is at fault – letter to roofer detailing needed remedies may be necessary
 - e. Door hangers – FPL will hang these notices to remind owners to turn on sprinkler systems, and is authorized to charge the HOA for this extra work
 - f. Painting status – No report at this time
 - g. Gutters and downspouts
 - Some of the gutters and downspouts are soiled and/or have external mold/moss growth

- FPL will obtain bids from “handy man” outfits to clean these
 - Buildings scheduled for painting will have these items cleaned as part of the job and are not to be included in the cleaning bids
6. Light fixtures – Front and rear light fixtures are outdated and need replacement
 - a. FPL obtained one bid to replace all outside fixtures – approximately 205 fixtures
 - b. Will obtain additional bids
 - c. Board expressed preference of fixtures with easily replaceable bulbs, rather than LED fixtures, which would need replacement of entire fixture when light fails
 - d. Funds are budgeted for this work
 7. Birds nesting under eaves – Armor will install mesh to prevent nesting
 8. Reserve studies – 2021 report completed, and those for 2022 and 2023 are in process
 9. General announcements and items for the record
 - a. City of Corvallis will be cleaning the retention pond in the next few months
 - b. Based on past experience, we expect City to inform affected units/buildings

Discussion and Decision Items:

1. Treasurer Xiaoqin (Maggie) Wang is authorized to proceed with obtaining one 12-month CD for \$50K at Umpqua Bank at this time – additional CDs will be considered later in 2024
2. FPL is authorized to charge the HOA for the extra work of putting door hangers in place
3. Next meeting will be on Tuesday July 23, 2024 at 7:00 p.m. PDT via Zoom

Action Items:

1. Treasurer Xiaoqin (Maggie) Wang is authorized to proceed with obtaining one 12-month CD for \$50K at Umpqua Bank at this time
2. FPL will do the following:
 - a. Proceed with getting bark dust contract in place
 - b. Obtain at least one more bid for replacing the light fixtures, with emphasis on ones with replaceable lightbulbs
 - c. Obtain bids from “handy man” outfits for cleaning exterior of gutters and downspouts – buildings scheduled for painting will have these items cleaned as part of the job and are not to be included in the cleaning bids

Date and time of next meeting: Tuesday July 23, 2024 at 7:00 p.m. PDT via Zoom using a link to be provided before the meeting.

Adjournment was at 7:58 p.m. PDT

Respectfully submitted, Ike Ghozeil, Secretary