

# The Meadows at Timberhill Home Owners' Association

Minutes of Thursday February 13, 2025 Board meeting

**Meeting called to order** at 7:04 p.m. PST. **Present:** President Johnny Chen, Treasurer Maggie Wang, Secretary Ike Ghozeil, Charlotte Fleming and Sherrie Tate of Fleming Properties LLC (FPL), and owners Marianne Clausing-Lee, Sabine Huemer, Robert Neary and Tamina Toray. Meeting was conducted via Zoom at this link:  
<https://us06web.zoom.us/j/86198618983?pwd=GpQnM70nsJYhjULZsg5bHnMUXlli5O.1>

**Open Forum:** No items

## **Housekeeping and Report Items:**

1. Johnny Chen was elected to the role of President of the Board
2. Approved minutes from the Board meeting of January 9, 2025 – Ike
3. Treasurer's report - Maggie
  - a. Financials approval postponed until next meeting
  - b. Maggie asked for clarification of \$3,000 transfer to savings account, which does not appear in online account review – Charlotte will follow up with Umpqua Bank for resolution/clarification
4. ARC requests – None at this time
5. Committee reports – None at this time
6. Report from Fleming Properties LLC (FPL)
  - a. Status of delinquent accounts
    - There are three persistent delinquencies at this time
    - Owners will be contacted directly by Sherrie, and liens may be applied if necessary
  - b. Landscaping – Mowing and maintenance
    - Two bids received and will be reviewed by Board
  - c. Roofing issue
    - No major issues at this time
  - d. Gutters/eaves
    - Will be inspected visually for possible issues due to recent snow and ice event
  - e. Painting status
    - Work will resume in the spring
    - Sherrie will meet with contractor on February 21 to point out the next four buildings to be painted
    - An additional building was not painted under last year's contract and will also be painted this spring
    - Painting cost will remain the same as last year's for the five buildings in question
  - f. Light fixtures
    - Remaining fixtures are on hand at Home Depot
    - Sixteen rear fixtures will be scheduled for completion shortly – requires coordination with owners/tenants because fixtures are in the units' backyards
  - g. Moss in driveways – FPL will put together a newsletter for owners this spring with items that should be addressed at that time of the year and will include suggestions
  - h. Management contract with FPL was approved – will cover period of March 1 to December 31 to match HOA's planning calendar

- i. Financial reviews
  - Review for 2023 was completed and will be signed by Johnny and Maggie – discrepancies caused by former management company were noted and resolved
  - Review for 2024 will be started after signing off on the 2023 review
- j. Status of Corporate Transparency Act (CTA)
  - No update at this time
  - Johnny will provide FPL with scanned copy of his driver's license to comply with CTA requirements
7. Other items
  - a. Charlotte mentioned that a group has formed to address wildfire hazard in the Timberhill area and will provide the Board with contact information
8. General announcements and items for the record – None at this time

**Discussion and Decision Items:**

1. Discussed feasibility of working with City of Corvallis to request the removal of the “required fence” in order to save maintenance cost and reduce wildfire hazard
  - a. Decided it might cause boundary identification issues and will not be pursued at this time
  - b. Marianne suggested looking at other fencing materials to reduce maintenance needs
2. Next meeting will be on Thursday March 13, 2025 at 7:00 p.m. PST via Zoom at this link <https://us06web.zoom.us/j/86198618983?pwd=GpQnM70nsJYhjULZsg5bHnMUXlli5O.1>

**Action Items:**

1. Board will review landscaping bids in preparation for next month's meeting
2. Johnny will do the following:
  - a. Provide FPL with scanned copy of his driver's license for CTA compliance
  - b. Sign off on Financial Review for 2023 (also requires Maggie's signature)
3. FPL will do the following:
  - a. Contact Umpqua Bank for resolution/clarification of \$3,000 transfer to savings that does not appear in online statement review
  - b. Contact owners with delinquent accounts to resolve outstanding balances
  - c. Contact contractor to complete the lighting fixtures installation work and will coordinate with owners/tenants for access to their backyards
  - d. Put together a newsletter to owners/tenants with maintenance suggestions for the spring
  - e. Provide the Board with contact information for Timberhill wildfire hazard group

**Date and time of next meeting:** Thursday March 13, 2025 at 7:00 p.m. PST via Zoom at this link <https://us06web.zoom.us/j/86198618983?pwd=GpQnM70nsJYhjULZsg5bHnMUXlli5O.1>

**Adjournment** was at 8:06 p.m. PST  
Respectfully submitted, Ike Ghozeil, Secretary