



**Meadows at Timberhill
Homeowners Association
PO Box 805
Albany, OR 97321**

Minutes of Thursday June 26, 2025 Board meeting

Meeting called to order at 7:03 p.m. PDT. **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, Christy Fitch, Robert Neary and Mitch Springer. Meeting was conducted via Zoom.

Open Forum: No discussion at this time

Housekeeping and Report Items:

1. Minutes from the Board meeting of May 30, 2025 – Ike
 - a. Revised minutes were approved
2. Treasurer's report - Maggie
 - a. Maggie stated that financial report looked good
 - b. Renewal of the \$50K CD with Umpqua Bank was discussed and approved – New term will start in late June and will be for 13 months at the rate of 3.25% after Board and FPL signatures are obtained via DocuSign
 - c. Treasurer's report was approved
3. Signature authority for all HOA accounts at Umpqua Bank was changed to add President Johnny Chen and to remove former President Robert Neary's authority
4. Wildfire preparation and prevention
 - a. Johnny took pictures of vegetation on the City side of the Required Fence – They show significant overgrowth present, causing a potential wildfire hazard
 - b. FPL will contact the City and provide pictures along with request to remove vegetation – May need to contact City Attorney's office if no action taken after request
5. ARC requests – None at this time
6. Committee reports
 - a. Robert was reimbursed for the fee charged by InSite for maintaining and hosting the HOA website for two years
 - b. Future domain maintenance charges will be paid by FPL using the HOA debit card
7. Report from Fleming Properties LLC (FPL)
 - a. Status of delinquent accounts
 - Three delinquent accounts are getting paid off and should be up to date in the next few months – FPL communicates with these owners on a regular basis
 - b. Landscaping – No report at this time
 - c. Roofing
 - Stutzman will coordinate with all owners to inspect and correct attic venting issues as needed
 - FPL will provide owners and tenants with Stutzman contact information to set up inspections
 - Correction to last month's minutes: The roofing contract did not call for replacement of gutters and downspouts
 - d. Gutters/eaves – Gutter cleaning discussion has been tabled until next meeting
 - e. Painting status

- Stom Contracting has resumed painting
- First building to be painted has significant dry rot requiring repair exceeding the \$2,000 limit that can be done without Board approval
 - a. Approved doing this higher-cost work, pending contractor's providing pictures of damage before doing the work
- f. Light fixtures
 - Installation is scheduled for July 12 – Affected units' occupants will be notified
- g. Expected completion of financial review is August of this year
 - Board will review the 2026 budget and determine the amount or percentage of funds needed in future years to bring general reserves up to the desired value
- h. Reserve study proposal was approved at a previous meeting – Study without site visit (Level3) was selected
- 8. Liability insurance – No item at this time
- 9. Other items
 - a. FPL is authorized to use the Umpqua-provided check scanner for timely check deposits – Rental cost is \$20 per month
 - b. Vegetation removal along Required Fence was discussed as noted above – City is supposed to cut down vegetation along its side of the fence
- 10. General announcements and items for the record – None at this time

Discussion and Decision Items:

1. Stutzman contact information will be provided to owners to correct the reroofing deficiencies – See action items
2. Next meeting will be on Thursday July 24, 2025 at 7:00 p.m. PDT via Zoom link to be provided by email and on HOA website

Action Items:

1. FPL will do the following:
 - a. Provide Board with dry rot pictures so repairs and painting can proceed
 - b. Renew \$50K CD with Umpqua Bank
 - c. Contact the City to remove vegetation along Required Fence and provide it with pictures
 - d. Provide owners with Stutzman contact information to correct the venting deficiencies
 - e. Use Umpqua-provided check scanner

Date and time of next meeting: Thursday July 24, 2025 at 7:00 p.m. PDT via Zoom link to be provided by email and on HOA website

Adjournment was at 8:08 p.m. PDT
Respectfully submitted, Ike Ghozeil, Secretary