

THE MEADOWS AT TIMBERHILL OWNER'S ASSOCIATION

Board of Directors Meeting May 9, 2005

Sign in, Call to Order at 7:20 p.m., welcome (introductions): In attendance were Board members Brian Egan, Jensen Lee, Tim Hanson, residents Margaret Sanchez and David Graham, and Association manager, David Stubbs.

Open Forum

Is there still interest in having a Neighborhood Watch? Dave informed that the City of Corvallis wants 50% participation before starting. The Board supports a Neighborhood Watch, but is seeking community interest and leadership. Interested individuals may contact the Board. A suggestion of a community-wide event might help people connect and raise interest in participation.

Housekeeping and Report Items:

1. Approve Minutes from Board meeting on April 11 – Tim **Minutes approved**
2. Treasurer's Report – Jensen
 - a. Dave sent emails to Board members with attachments of balance sheets and expense report since management transition April. Everything from April 1 to current is accurate.
 - b. US Bank checking account—used by NWCM—is not accurate. There was an overdraft when NWCM charged management fees in excess of account balance. The matter was addressed with NWCM and Tony Matson, NWCM CFO, promised that they will be responsible for covering the overdraft of US Bank checking account.
 - c. Dave made adjustment to reserves allocation (\$66,000). \$56,000 now show up in assets.
 - d. Treasurer's Report Approved**
3. ARC Review, if any (Requests from Owners for architectural review/approval)
 - a. None
4. Acknowledgment of Jensen Lee's service as [outgoing] Treasurer

Information and Input Items:

1. Management company transition – Dave Stubbs, DLS Assoc.
 - a. NWCM is complying with requests and sending information to DLS Associates.
 - b. No 2002 financial statements or cancelled checks have been provided by NWCM.
 - c. All expenses have been reconciled, but not able to reconcile all assessments yet.
 - d. Jensen requests that we document “delinquencies” in receiving accounts and summaries, and that we archive this information.
2. Progress check-in on owner surveys and e-mail vs. snail-mail statements – Dave Stubbs
 - a. Dave sent Excel spreadsheet with list of owners, residents, tenants to all Board members.
 - b. 68 units are represented from the surveys. 17 want to be billed by email.
 - c. 47% owner-occupied, 53% rental.
 - d. Dave will request that all surveys be returned in the upcoming billing statement.
3. Report by Standards and Enforcement Committee (Cass Dykeman).
 - a. No report given at tonight's meeting.
 - b. Postpone until next month.

Decision Items:

1. Accept nominations for candidates for Treasurer, elect new Treasurer
 - a. Cass Dykeman (absent) indicated his willingness to participate at the April Board meeting. No other nominations were received.
 - b. Cass was nominated and approved unanimously as a Board member and Treasurer to replace Jensen Lee.

2. Foxtail Place parking – discussion, path forward
 - a. Do we need to do anything about Foxtail parking and driving? Difficult to drive when the street is full on both sides. Occasionally vehicles have parked at the end of the street (next to open tract between lots 15 and 29).
 - b. Prohibiting or restricting parking on Foxtail will likely transfer excess parking to other streets (NW Huckleberry or Daylily).
 - c. There does not seem to be a direct advantage of having the street become one-way.
 - d. A recommendation was made for the Board to adopt standards for parking on the street and communicate via letter to residents.
 - e. The Board's decision was to make no change, at this time, to Foxtail parking. A letter will be sent with next billing statement describing parking standards on streets.

3. Review, decide whether to accept bids for bark and other landscaping maintenance
 - a. Dave has not been able to get to this yet. Cedar Crest bid from last year still applies. Dave to get one or two more bids.

4. Determine if action is required on delinquent accounts
 - a. Dave has summary of delinquent accounts. Only four people are behind in their accounts. Two individuals had been using EFT to make payments which can not be accommodated at this time.
 - b. K&F Homes delinquent \$3,542.95 from units that were divested after 2004 turnover meeting. Recommendation to send a bill to K&F next month for the outstanding amount. Communicate that accounts need to be cleared within 30 or 60 days. Further action will be discussed at future Board meetings.

5. Should NWCM be billed for DLS time involved in forcing NWCM to meet commitments?
 - a. Deferred until June meeting.

6. Shall DLS automatically converse with and/or write residents when charcoal/lighter, overnight bicycles, and/or more than one grill is found on front porches?
 - a. Dave will bring any violations to the attention of the Board to get approval to converse with residents/owners about CC&R. Dave to notify at any time during the month via email.

7. Hand off HOA website from Jensen to Brian?
 - a. Approved on interim basis. May transfer this in the future.
 - b. Jensen transferred all related information to Brian Egan.

8. Set time and place for next meeting
June 13th, NW Hills Comm. Church, 7:15pm

Adjourn at 8:50 pm