

# The Meadows at Timberhill Owner's Association

## Board of Directors Meeting

August 8, 2005

Sign in, Call to Order, Welcome (7:20 pm)

Attendees: Brian Egan (President), Robert Neary (Secretary), Cass Dykeman (Treasurer), Dave Stubbs (DLS Associates), and residents/owners: Nancy Butler-Neary, Karen Kemper, Ruth Ohlen, Jan Scott, Mathru Chanduani, Charlotte Goddard and Seth Bernstein.

Open Forum: – (Homeowners raise concerns to the Board; Target: ½ hour max)

1. **Jan Scott** raised a concern regarding parties occurring into the early hours of the morning. So far there has only been the one incident. It was recommended that residents being disturbed by late-night parties call the police.
2. **Charlotte Goddard** was having difficulties with programming her irrigation system. Dave Stubbs and Cass Dykeman both volunteered to help her or anyone having problems with the irrigation system programming. **Karen Kemper** asked if a more detailed programming instruction sheet could be posted to the MeadowsAtTimberhill.com web site. Referred to Brian.
3. **Seth Bernstein** had questions regarding the extent of landscaping duties for which the HOA, versus the owner, is responsible for. In addition to mowing, the landscaping service does provide fertilization and pruning. Dave Stubbs will review the contract and report at the next board meeting what specific services, and at what frequency, the landscape contractor provides.

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on July 7, 2005 – Robert
  - a. Accepted the motion to forego reading of the meeting minutes (which will be posted on the Meadows HOA website after the Board meeting).
  - b. Minutes Approved
2. Treasurer's Report – Cass
  - a. Cass reported that the account appears to be in order and no unusual expenses have been incurred.
  - b. Dave Stubbs presented a bill to the Board for services rendered for three months by DLS Associates in the amount of \$1,268.84. Payment of this bill was approved by the Board
  - c. Treasurer's report approved.
3. ARC Review committee - Cass
  - a. No ARC requests were submitted to the Board this month.

Information and Input Items:

1. Report by Standards and Enforcement Committee - Cass Dykeman and Charlotte Goddard presented a draft of items to be considered for inclusion in the Appearance and Health/Safety Standards document. There was some discussion among the Board and members present regarding what constitutes “too many shoes” or patio chairs on a front porch and whether dead or artificial plants are permissible in planter boxes. The draft list was tabled for discussion and decision at the next Board meeting in September.
2. Pet waste investigation group report – Cass reported that this is still an issue with some residents responsibly picking up after their pets and others not. There was some discussion by the attendees as to the best approach with violators; either confront the offenders directly or file a complaint to the Board. It was noted that some of the places where pet waste is rampant are areas not located on Meadows at Timberhill property, therefore, the Board had no jurisdiction over those areas. Some discussion was given to placing pet waste stations and City of Corvallis ordinance signs. Most agreed that the worst violators would not be swayed to be responsible by either of these actions. In the end, owners are responsible for policing their own property.
3. Billing of NWCM for erroneous charges – Brian will send a second and final demand for payment to NWCM via certified mail.
4. Fact-finding regarding CC& R clause that specifies that Meadows properties cannot be rented for periods less than 30 days – Ruth Ohlen (owner of At Home in Oregon) spoke to the Board regarding occupancy of units she leases from owners Venna McLean and Seth Bernstein. Ruth stated that her web site had not been updated recently but that she provides temporary housing for people visiting the area. The temporary housing provided by At Home in Oregon at The Meadows generally lasts for several months in duration. Ruth submitted a written statement from owner, Venna McLean, who could not be present. The statement from Venna McLean was entered into the record. Seth Bernstein inquired if any underlying issues had arisen prompting concern for the Board. The Board reaffirmed that advertisement of Meadows properties for daily and/or weekly rentals were the cause for investigation and fact-finding. There was general consensus that nobody wanted to see neighborhood properties used as a hotel/motel. The Board was satisfied that the properties in question were being used properly in accordance to the CC&R’s at this time.
5. Motorcycle noise at 3187 Shooting Star – Several in attendance had experienced the noise issues from this residence. The board decided that a “First Notice” letter should be sent to the owner, with a copy to the resident, stating the specific clauses allegedly in violation of the CC&R’s with respect to noxious or offensive activities.

Decision Items:

1. Secretary’s authority to sign for the Board - The Board came to agreement that the Secretary is empowered to sign correspondence and notices in the name of the Board. Further that the Secretary could be directed by the Board to send correspondence or notices upon receiving e-mail or resulting from meetings with

Board members. The Secretary will review any such correspondence or notices with the Board before mailing.

2. Cass presented a motion to the Board to send a "First Notice" letter to the owner with a copy to the resident stating the specific clauses allegedly in violation of the CC&R's with respect to noxious or offensive activities. The motion was seconded and approved.
3. Reinstatement of late fees for assessments – Dave Stubbs informed the Board that the HOA had not been assessing any late fees for late HOA payments during the transition period while transferring management of the account from NWCM to DLS Associates. Dave suggested the charges for late HOA payments be reinstated effective October 1, 2005. Robert presented a motion to reinstate assessments for late HOA membership payments effective October 1. Notification of the reinstatement of late fees will appear on the September 1<sup>st</sup> billing statements to members. The motion was seconded and approved.
4. Maintenance responsibilities of homeowner versus the HOA – One of the residents has a problem with calking which is eroding from the exterior siding of her unit. After discussion, the Board agreed that calking was directly related to the exterior maintenance responsibility of the HOA. The Board will discuss more specific items regarding homeowner versus HOA maintenance issues at the next Board meeting in September.
5. The next Board meeting is scheduled for Monday, September 12<sup>th</sup>, 7:15 PM.

The Board adjourned at 9:10 PM