

The Meadows at Timberhill Owner's Association

Board of Directors Meeting

October 24, 2005

Sign in, Call to Order, Welcome (7:02 pm)

Attendees: Brian Egan (President), Robert Neary (Secretary), Cass Dykeman (Treasurer), Dave Stubbs (DLS Associates)

Open Forum: – This meeting was called to address a backlog of housekeeping items, No open forum until the November 14, 2005 meeting.

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on October 10, 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 – No report until the November 14, 2005 meeting.
3. ARC Review committee - No report until the November 14, 2005 meeting.

Information and Input Items:

1. Update on Pergo flooring issues. – Brian will post a caution on the Meadows web site regarding care of laminate flooring, specifically not wet-mopping the material.
2. Status of "Keep your trash can inside" campaign. – Section 7.8 of the CC&Rs state that trash and recycle containers must be stored "out of public view". Bright pink "notices" have been printed; DLS Associates will affix a notice to containers not in compliance and will keep a record of frequency of individual violations. Yard debris recycle containers can be stored behind a fence as long as they are "out of sight".
3. Update on HOA e-mail system problems. – Brian reported that he is still working on resolving some technical issues. There was some discussion of possibly obtaining a different web hosting vendor in the near future.
4. Status of appearance, need for further action at 2865 Daylily. Dave has photographed and sent to Board members pictures of the "bed railing" leaning up against the property. The front porch is littered with cigarette butts, recycling bins are overflowing with material which has not been picked up. Dave has documented several previous occasions of similar problem at this address in the past. Dave will contact the residents and owners directly and will report back to the Board. If there is no improvement as a result of this contact, the Board will authorize a "First Notice" of violation be sent to the owner/resident(s).
5. Status of appearance of "good neighbor" fence constructed at 2979 Morning Glory – Dave inspected the fence and found it was not of the "good neighbor"

- design. However, the ARC review committee of the previous Board had approved the fence. The matter is closed.
6. Status of re-application of bark dust by Cedar Crest (contractor) – Dave conducted an inspection with a representative of Cedar Crest, all the deficiencies have been remedied. The matter is closed.
 7. Status of noise issue at 3173 Foxtail. – Robert will obtain the police reports from Charlotte Goddard and will prepare a “First Notice” violation letter to be mailed to the owner, residents(s) and property manager.

Decision Items:

1. Budget discussion and approval. Overview of general changes: (See budget attached).
 - a. Cass will contact a professional financial reviewer to schedule a review of all financial records of the HOA..
 - b. Allocation for Director and Officer (D&O) liability insurance was introduced into the budget.
 - c. The allocation for Landscape Maintenance costs was projected to increased by approximately 3%.
 - d. The allocation for Legal Fees was increased to \$2,500.
 - e. The allocation for Monuments was transferred to Building Maintenance and added funds to this category. Calking will be allocated under Building Maintenance rather than Painting as some spot-calking may be required over time between painting.
 - f. Cass recommended that reducing the owner assessments to \$73.00 per month effective January 2006 would leave sufficient revenue to fund the HOA budget.

A MOTION was made to approve the budget, assessment amount and continue the values in the reserve study for the 2006 budget year. The motion was APPROVED.
2. Request for reimbursement from Teri Gallion for water loss expense due to a damaged irrigation solenoid. – The Board considered the following facts: The HOA is responsible for maintaining the irrigation system. The lots are not uniformly designed regarding irrigation zone layout and coverage, therefore individual water bills may vary depending on the irrigation system configuration of each specific lot. Individual water bills, and monitoring of the irrigation system for proper operation, are the responsibility of the owner/resident of each property. The owner/resident has the responsibility to report any irrigation maintenance or failure issues in a timely manner. In this case, DLS Associates took action to immediately shut off the water supply when Dave himself discovered the problem. The Board concluded that there was no negligence on the part of the HOA resulting in the water loss incurred by the owner. **A MOTION was made to respectfully decline the request to reimburse Teri Gallion for \$152 of her water bill. The motion was APPROVED.** The Secretary will notify Teri Gallion of the decision.

3. Decision about the wording in the CC&Rs regarding the prohibition against applying chemical treatment of roof moss or apply zinc metal strips to eradicate moss. Background: Changing the CC&Rs requires a 75% vote by the owners. Galvanized zinc strips can be affixed to the roof which, when rained on, leech zinc carbonate which inhibits moss growth. **A MOTION was made to have DLS Associates obtain bids for having a contractor install zinc strips for roof surfaces in areas needing moss control. The motion was APPROVED.**
4. Create tentative agenda for Annual Homeowners' Meeting on November 14, 2005. – The HOA is required to conduct an Annual Homeowners' Meeting to elect officers and conduct other HOA business. The tentative agenda will run as follows:
 - a. Assure that a quorum is present. - Brian
 - b. Approval of the 2004 Annual Meeting minutes. - Robert
 - c. Election of positions expiring in 2008. - Brian
 - i. Open nominations from the floor or by proxy.
 - ii. Conduct the election – via acclamation or ballot (secret ballot upon request).
 - iii. Investiture of candidates.
 - d. Financial report – Cass
 - i. 2005 Budget and financial activity (Balance Sheet and Income & Expense Summary.
 - ii. 2006 Budget approved by the Board
 - iii. Assessment news.

A MOTION was made to approve the tentative agenda for the Annual Homeowners' Meeting on November 14, 2005. The motion was APPROVED.
5. The regular November monthly board meeting will follow the adjournment of the Annual Meeting on November 14th.

The Board adjourned at 9:32 PM