

# **The Meadows at Timberhill Owner's Association**

## **Board of Directors Meeting**

August 13, 2007

Sign in, Call to Order, Welcome (7:00 pm)

Attendees: Brian Egan (President), Robert Neary (Secretary), Cass Dykeman (Treasurer), Dave Stubbs (DLS Associates) and owners Eileen Gibb and Nancy Butler-Neary.

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

1. The Board will meet at Cass Dykeman's residence, 2879 NW Daylily. The first order of business was a walking inspection tour of the entire development by the Board and DLS Associates.
2. Dave made note of specific units needing exterior maintenance. Examples were re-calking, loose siding and battens, gutters, irrigation repair, downspouts and drains. Dave will follow up on these specific items and obtain bids from contractors where necessary.
3. A satellite dish was discovered installed on the roof of 3210 Morning Glory.
4. The lawn at 2859 Daylily was almost completely dead. The owner will be notified.
5. Tract A was noticeably improved, the lawn was green and growing. Dave will contact the city ward representative about clearing out the cattails in Tract A.

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on July 9, 2007 – Robert
  - a. Accepted the motion to forego reading of the meeting minutes (which are posted on the Meadows HOA website). - Minutes approved.
2. Treasurer's Report – Cass
  - a. Cass reported that the accounts are in order and in balance. – Treasurer's report approved.
3. ARC Review committee – Dave
  - a. There were no ARC requests this month.

Information and Input Items:

1. Some owner irrigation systems had not been working because the GFI outlet in the garage, into which the controller is plugged, had tripped. It might be prudent to alert owner's to check that their garage GFI is on and that their irrigation controller is functioning.
2. A broken plumbing fixture feed hose caused extensive damage to one of the units. A notice went out on the last billings to the owners recommending that proactively replace the feed lines to sinks and toilets to avoid similar serious water damage incidents.
3. Exterior painting of the first buildings has begun.

Decision Items:

1. Decide if further action is needed to improve landscaping. - The Board decided to conduct another walkthrough at the next meeting to develop a plan for specific areas that could be landscaped with other plantings, rock or bark dust.
2. Institute a transfer fee for ownership changes. A **motion** was made to institute a fee of \$40 for ownership transfer documentation provided by DLS Associates when ownership of a property is transferred. The fee would be collected at closing. The motion was **approved**. The new transfer fee will be effective immediately.
3. Financial Review – Dave has interviewed two CPA’s who are willing to conduct the Financial Review. The Board authorized Dave to begin the process with either of the CPA’s.
4. Reserve Study – The Board needs to have a reserve study to determine if adequate reserves are being set aside for future maintenance and other expenses. The Board was not confident that adequate outside resources exist that could conduct this study. It was decided that the Board members already possess sufficient familiarity with the development to conduct the Reserve Study as part of the budget for next year is established. Brian would like to solicit input from owners interested in participating in the reserve study process.
5. The next Board meeting will be Monday, September 10<sup>th</sup> at 7:00 PM.

The Board adjourned at 8:45 PM

Respectfully submitted,  
Robert Neary, Secretary