

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

December 14, 2009

**Present:** President Brian Egan, Treasurer Cass Dykeman, Secretary Robert Neary, 19 members by proxy, and 2 agents of Willamette Community Management (Dave Stubbs & Kurt Powell).

## **Minutes for Annual Homeowner's Meeting**

1. Sign in, call to order, welcome. (7:01 PM)
2. Confirm a Quorum is present. – (20 members were present in person or by proxy, a quorum was confirmed)
3. Explain the purpose and duties of the Board, present highlights of 2009 (i.e., Painting, Landscaping, and Landscape bond effects. – The president asked if there were any questions about the purpose and duties or the activities of the board during 2009. No questions were forthcoming).
4. Approve minutes of 2008 Annual Meeting (posted on web site). – Dykeman moved the minutes be approved, Robert seconded; voice vote was unanimous in favor of approval.
5. Solicit candidates for Cass Dykeman's expiring Board position. – Neary nominated Dykeman for the open board position, Egan seconded. No other candidates were nominated.
6. Elect Board member. – As Dykeman was the only candidate nominated for the position, he was elected for another 3 year term.
7. Treasurer's report, presentation of 2010 Budget. – Dykeman opened the floor for questions concerning the budget. The budget was mailed to owners with the announcement of the Annual. The budget will retain the same monthly assessment amount of \$88 for 2010. No questions were asked.
8. Adjourn Annual Meeting – Egan motioned for adjournment, Dykeman seconded and the meeting was closed at 7:16 PM.

## **Minutes for Regular Monthly Meeting**

1. Call to order, welcome. (7:16 PM).
2. Open Forum: 1/2 hour maximum for owner/resident comments.
  - a. The new owner of 3153 Morning Glory reported a damaged window requiring replacement. Flashing appears to be missing and much calking in an attempt to correct the problem has caused water intrusion. The owner has already purchased a replacement window. The Board offered to take

care of the installation of the replacement window to ensure the integrity of exterior seal.

3. Housekeeping and Report Items:

- a. Approve Minutes from Board meeting in November. – Dykeman moved the minutes be approved, Neary seconded, voice vote was unanimous in favor of approval.
- b. Treasurer's Report. – Dykeman reported that amount in the Association's accounts reported by the bank equaled the amount in the HOA records as usual. It was also decided to move \$40k from savings (earnings .05%) to the ING account (earning 1.15%).
- c. ARC Review. – One ARC request for a satellite dish installation was approved previously via e-mail.

4. Discussion/Decision Items:

- a. Update on demand letter sent to FRH (property management) regarding assessment delinquency. – The delinquency has been brought current with the exception of late charges amounting to \$370.07 per unit for 12 units. After careful consideration, the Board elected not to waive the accumulated late fees. The liens will remain in place until the entire delinquency is brought current. The Secretary will respond with a letter to FRH Company.
- b. Irrigation cover for 3107 NW Morning Glory. – This has been replaced.
- c. Lien on property in foreclosure. – One property is currently in foreclosure and a delinquency exists on past due assessments. The Board directed that a lien be placed on this property to ensure recovery of the delinquent assessment.
- d. Update on calking repairs. – Dave reported that one major replacement of a warped siding component and several miscellaneous calking projects have been completed.
- e. Update on Chepefana Springs Park street grass strip transfer to the City. – Dave reported that he has been in contact with the city and the transfer of this piece of property is progressing.
- f. Confirmation of next regular Board meeting date. – The next board meeting will be February 8<sup>th</sup> at 2:00 PM.

5. Adjourn. (Egan motioned for adjournment, Dykeman seconded and the meeting was closed at 7:50 PM).

Respectfully submitted,  
Robert Neary, Secretary.