

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

December 6, 2010

**Present:** President Brian Egan, Treasurer Cass Dykeman, Secretary Robert Neary, 11 owners 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. – 11 members were present and 13 proxies were received totally 24 members; 20 members being required, a quorum was confirmed.
3. Explain the purpose and duties of the Board, present highlights of 2010 (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 2010. No questions were forthcoming).
4. Approve minutes of 2009 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 Brian Egan's expiring Board position. – Neary nominated Egan for the open board position, Dykeman seconded. No other candidates were nominated.
6. Elect Board member. – As Egan was the only candidate nominated for the position, he was elected for another 3 year term.
7. Treasurer's report, presentation of 2011 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 require that the monthly assessment amount of \$88 be increased to \$93 for 2011.
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. An owner discussed the issue of noise from a nearby unit. The board recommended that the owner speak directly with the offending party as a

first response. If the issue is not resolved, the recommended procedure is to contact the Corvallis Police Department and file a complaint.

- b. An owner has noticed that some of the units appear to be being leased for periods of less than one month as required in the CC&Rs. The Board suggested this owner monitor the situation and notify the Board if any issues arise from this situation.
- c. An owner expressed concern about native vegetation encroaching into back yards from the wetlands adjacent to the east boarder of the development. The Board noted that vegetation within the owner's property line can be removed however the area beyond is the responsibility of the City.
- d. The Board took the opportunity to commend the excellent work of Willamette Community Management staff; in particular facilitating the deeding of a strip of grass by the city park along Daylily which required the Association to maintain and water, and the recovery of state taxes which should not have been paid to the State of Oregon.

### 3. Housekeeping and Report Items:

- a. Approve Minutes from Board meeting in October. – 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.
- c. ARC Review. – None pending.

### 4. Discussion/Decision Items:

- a. Election of Board officers. – The Board members elected to have Egan continue in his position as President. Neary will remain on as Secretary and Dykeman as Treasurer.
- b. Soil/grade and foundation vent clearance. – One residence pending sale was inspected by a home inspection service and recommended that additional clearance between the soil and siding be corrected. The Association had a contractor place a "well" around the foundation vent in question to satisfy clearance requirements. The Board authorized inspection of remaining areas of the development to check for 6" of clearance.
- c. Sidewalk between development and athletic club. – A paved sidewalk east of the development and running South on city property to the athletic club has become overgrown. It was suggested that owners using the path write letters to the City to request they maintain the path.

- d. Moss removal. – The Board received two bids for moss treatment and treatment and removal. The Board opted to treat and kill the moss but leave the dead moss in place.
- e. Roof leak at 3100 Foxtail. – Kurt reported the leak over the garage of this unit had been fixed however there was some sheetrock damage resulting from the leak. The board will discuss repair options to the owner's sheetrock at the next board meeting.
- f. Clogged dryer vents. – Several owners have experienced problems with the roof-mounted dryer vents. The builder installed the vents which have a wire screen which accumulates lint thereby backing up the dryer exhaust duct. Some owners have attempted to repair the vent themselves. The Board charged WCM with determining the extent of the problem and reporting a recommended resolution back to the Board. A **motion** was made to approve expenditure up to \$500 for assessment of the issue. The motion was **passed**. The Board asked that WCM have a recommendation for Board consideration by the next Board meeting in January.
- g. Non-Venting Fireplaces. – An owner reported that the gas fireplaces installed in all units were of the “non-venting” kind. Although there is no issue with particulate emissions, there may be an issue with water vapor accumulation. Though this is not a Board responsibility, the owner will research recommended options and report to the Board which will disseminate the information to all owners.
- h. Confirmation of next regular Board meeting date. – The next board meeting will be January 10<sup>th</sup> at 10:00 AM at the Starbucks coffeehouse in Timberhill shopping center.

5. Adjourn. 8:50 PM).

Respectfully submitted,  
Robert Neary, Secretary.