

The Meadows at Timberhill Owner's Association

Board of Directors Meeting

January 10, 2011

Sign in, Call to Order - Welcome (10:15 AM)

Attendees: Brian Egan (President), Robert Neary (Secretary), Cass Dykeman (Treasurer), Dave Stubbs (Willamette Community Management) and owner Mike Toney.

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

1. Mike Toney reported on the incident of the blocked dryer vent in his residence. Mike brought the screen removed from his roof vent, caked with dryer lint. Lint backed up in his dryer duct to the extent that moist air, backed up into the laundry room, created mould and moisture damage. Repairs for the damage are estimated to cost around \$3,500. Mike suggested that the other owners should be alerted to the potential problem with the dryer vents. (See: WCM Report below)

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on December 6th, 2010. – 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 he had not yet received the latest bank statement for review. He will e-mail a report to the board after he has reviewed the bank statement.
3. ARC Review committee – Dave
 - a. No applications pending.
4. Report from Willamette Community Management (WCM)
 - a. Roofing leaks, various locations – Kurt e-mailed a report to the board regarding the status of the roof leaks in various units. These are being repaired by the roofing contractor as they are brought to attention by their respective owners. Where applicable, interior sheetrock repairs are being made as well.
 - b. Roof dryer vent obstruction – Kurt e-mailed a report to the board members regarding the status of the dryer vent assessment. In some units the original building contractor failed to remove screening from roof top dryer vents causing lint to back up in the dryer exhaust stack. An assessment of all roof vents was conducted and the screens are absent from the remaining vents. However some units still have partially blocked vents. The board will send a notice informing all owners of the potential for hazards resulting from blocked dryer vents and encouraging owners to have them inspected and cleaned as necessary.
 - c. Foundation vent wells – Recent home inspections resulting from owner sales have brought out deficiencies in clearance distance between the soil and exterior siding and foundation vents. An assessment of the development has found a significant number of foundation vents which do

not meet clearance requirements. The board asked WCM to obtain bids for remediation of the clearances.

- d. Dave had notified the board that the County had increased the amount lien processing fees and suggested the Association's fee schedule be adjusted accordingly. A **motion** was made to increase the lien filing fee from \$50 to \$100 per filing. The motion was **approved**.

Discussion and Decision Items:

1. Bank Accounts - Dave reported that Chase bank will be charging a maintenance fee for Association accounts and suggested the board may want to consider moving their account to another bank. A **motion** was made to move the Association accounts to Umpqua bank. The motion was **approved**. Dave will include copies of the proposed budget with notification of the Annual Meeting and proxy forms to all owners.
2. Status of delinquent accounts. – All accounts are technically current with the exception of FRH which still has unpaid late fees and interest expense. Liens are in place.
3. The next board meeting is scheduled for Monday, March 7th 2011 at 10:00 AM at the Timberhill shopping center Starbucks Coffee shop.

The Board adjourned at 10:55 PM

Respectfully submitted,
Robert Neary, Secretary