

The Meadows at Timberhill Owner's Association

Board of Directors Meeting

September 26, 2011

Sign in, Call to Order - Welcome (10:30 AM)

Attendees: Brian Egan (President), Robert Neary (Secretary), Cass Dykeman (Treasurer), Kurt Powell (Willamette Community Management) and owner, Eileen Gibb.

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

1. N/A.

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on August 8, 2011. – Robert
 - a. The minutes were **approved** with corrections.
2. Treasurer's Report – Cass
 - a. Cass reported that all accounts are in proper order. The Treasurer's report was **approved**.
3. ARC Review committee – WCM
 - a. No pending requests.
4. Report from Willamette Community Management (WCM)
 - a. Status of leaks and drywall repairs – Repairs to the 2809 NW Morning Glory property have revealed a serious design/construction defect whereby roofing, siding and the "belly band" on the exterior converge allowing for water intrusion. This construction defect could possibly be pervasive throughout the development therefore pose significant repair costs to the Association.
 - b. Window flashing – The Association is aware of construction defects which allow for water intrusion due to the lack of flashing around certain windows. This defect may or may not involve the entire development. The Board was not pleased with the work of the current contractor and will seek employing a different contractor for subsequent repairs.
 - c. Porch railing repairs – Repairs are continuing on porch railings as the contractor has time to work on them. A design-construction defect allows for water to seep into the footings of porch railings causing them to rot. The Association has designed a more suitable railing which will closely match the original construction but will allow for better water drainage and longer life. The design specifications will be posted on the Association's web site for future reference.
 - d. Downspout drainage – The concern about plugged downspout street drains has been allayed; gutter downspouts are drained into the city sewer system.
 - e. Delinquent accounts – The Board is working with the Association's legal counsel regarding the delinquency of the FRH properties. Three other owners have delinquencies of 2 months; six owners are delinquent 1 month.

Discussion and Decision Items:

1. Pursuant to item (4a) above; the Board decided to engage a different contractor to assess the construction fault and recommend a course of remediation. The contractor will report back to the board by the next meeting.
2. The Board has received bids from the landscape contractor for various services; over-seeding was not approved, aeration and Crane Fly treatment was approved.
3. The Board has met with the Association's legal counsel regarding owner complaints that units in the development are being used for short-term rental purposes in violation of the CC&R's. Further action is under deliberation at this time.
4. Robert has sent the FRH delinquent account statements to the Association's legal counsel with instructions to proceed with action and to draft enhancements to the Collection Resolution.
5. The Secretary and President will collaborate on an information letter to the owners to be sent prior to the Annual Owners Meeting describing the various construction defect and assessment delinquency issues.
6. The next board meeting is scheduled for Monday, October 17th, 2011 at 10:30 AM at the Starbuck's coffee shop in the Timberhill shopping. The Annual Owners Meeting is scheduled for December 6th at 7:00 PM at the Northwest Hills Community Church.

The Board adjourned at Noon.

Respectfully submitted,
Robert Neary, Secretary