

The Meadows at Timberhill Owner's Association

December 4, 2012

Present: President Brian B Egan, Secretary Robert Neary, Treasurer Ken Gibb, and Dave Stubbs of Willamette Community Management.

Minutes for Annual Homeowner's Meeting

1. Sign in, call to order, welcome. (7:01 PM)
2. Confirm a Quorum is present. – Roll call was taken; a count of members present and proxies submitted amounted to 17. **A minimum of 20 owners being required, a quorum was NOT confirmed.** The Annual Meeting was rescheduled for Friday, December 7th at 1:00 PM.
3. President Egan and Treasurer Gibb explained the challenges faced by this year's board including the need to borrow additional operating funds from reserves to cover the discovery of multiple construction defects and maintenance issues (rotted porch railings, water intrusion issues, etc.) and the shortfall of assessment income due to delinquency of an "institutional" owner. A letter outlining these issues was previously mailed to all owners in October.
4. Rick Schroff, the Association's insurance agent, was present to answer questions regarding earthquake coverage.
5. Elect Board member. – Ken Gibb's position has come up for election. Nominations were accepted however **election for the open position was tabled due to the lack of a quorum.**
6. Treasurer's report, presentation of 2013 Budget. – Ken opened the floor for questions concerning the budget. The budget was previously mailed to owners with the announcement of the Annual meeting. The budget reflects changes over last year in additional funds allocated to reserves and borrowing from reserves to cover the increased amounts to be budgeted for maintenance and repair. The budget will require that the monthly assessment amount of \$100 be increased to \$120 for 2013.

Minutes for Regular Monthly Meeting

1. Open Forum: 1/2 hour maximum for owner/resident comments. – None.
2. Housekeeping and Report Items:
 - a. Approve Minutes from Board meeting in November. – The minutes were approved as posted on the web site.
 - b. Treasurer's Report. – Ken reported that amount in the Association's accounts reported by the bank equaled the amount in the HOA records.

- c. ARC Review. – None pending.
- d. Willamette Community Management Report
 - i. The likelihood of obtaining collection of the FRH assessment delinquencies through tenant garnishment is extremely low.
 - ii. Other than the ongoing FRH delinquency issue, there are only a few accounts one or two months past due.
 - iii. Vent well replacement project – Completed.
 - iv. Pruning and replacement of dead trees and shrubs – The HOA accepted an offer to reimburse an owner who will purchase and replace two shrubs.
 - v. Owner interest in pursuing earthquake insurance coverage. – The board received a letter from one owner who did not support purchasing this coverage. The board determined that due to the cost of this insurance, owners were not inclined to obtain this additional level of coverage.
 - vi. Recent rain storm flooding. – Clogged city street drains and excessive rain caused some flooding in the garages of houses along Daylily. The flooding was corrected when owners unclogged the street drain. No units were damaged.

3. Discussion/Decision Items:

- a. Response to the letter received from owner Matthew Cook. – Ken will draft a response letter.
- b. Decision: confirm downspout “tight-lining” proposal. – This expenditure was approved previously via e-mail.
- c. Decision: approve payment of repairs by *Fixercat* of 3200 Morning Glory leak. – This expenditure was approved previously via e-mail..
- d. Discussion: proposed changes to irrigation system. – The board determined that there were not sufficient funds in the budget to make these changes at this time.
- e. Mugo Pine replacement. – The landscape contractor is replacing these items incrementally as needed.
- f. Confirmation of next regular Board meeting date. – To be announced.

4. Adjourn. 8:35 PM).

Respectfully submitted,
Robert Neary, Secretary.