

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

## **Board of Directors Meeting**

November 11, 2005

Sign in, Call to Order, Welcome (7:24 pm)

Attendees: Brian Egan (President), Robert Neary (Secretary), Cass Dykeman (Treasurer), Dave Stubbs (DLS Associates), and residents/owners: Nancy Butler-Neary, Charlotte Goddard, Jessica Kanaan, Pete Isaacson, Meg Miranda, Shelley Tripp.

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

1. No issues were introduced during the open forum.

Housekeeping and Report Items:

1. Approve Minutes from the Board meeting on October 10, 2005 – Robert
  - a. Accepted the motion to forego reading of the meeting minutes (which will be posted on the Meadows HOA website after the Board meeting).
  - b. Minutes Approved
2. Treasurer's Report – Cass
  - a. Cass reported that the account appears to be in order and the bank statement balanced.
  - b. Treasurer's report approved.
3. ARC Review committee - Cass
  - a. No ARC requests were submitted to the Board this month.

Information and Input Items:

1. Noise and nuisance issues 3173 Foxtail – Jessica Kanaan, resident at 3173, inquired about what dates the noise complaints were filed. The Secretary provided dates from City of Corvallis Police dispatch records. Owner Shelly Tripp who lives across from 3173 testified that she has been subjected to frequent disturbances including loud talking due to inebriated persons, cars squealing their tires, urination in the bushes and other offensive behavior on other occasions. She did not contact the police on these incidents. Brian reminded the resident that they are subject to compliance with the CC&R's that the Board has the option of levelling fines for continued violations. Ms. Kanaan stated that she has taken care of the problem and there should be no further occurrences.
2. "Keep your trash container inside" issue – Dave reported that he had tagged about 50 trash containers that were left out in public view. The Board, after having received several complaints about residents leaving their trash containers out, decided to place a notices on containers not properly placed out of sight as stated in the CC&Rs. After Dave distributed tags on the containers, about 15 still remained to be put away. The question was asked if renters had access to copies of the CC&Rs. The CC&Rs require that owners provide their tenants with a copy

- of the CC&Rs. A suggestion was made to notify owners of this requirement. Also, tenants may not know about the HOA Web site so the URL will be included on notices that will be delivered by Dave to each unit.
3. Status of the appearance at 2865 Daylily – Robert reported that a “First Notice” letter had been sent to the owners and tenants regarding items being stored outside the property in view of the neighborhood in violation of the CC&Rs. Dave reported that he had spoken with the owners who agreed to resolve the issues. Dave reported that the “bed frame” and tires had been removed but that there still was considerable clutter stored on the front porch of the residence. Dave will conduct another inspection and photograph the results of his inspection. If the situation has not been resolved the Secretary will send a “Second Notice” to notify the owners that a hearing will be conducted at the December Board meeting to determine if the owners should be fined \$15 per day for each day they remain in violation of the CC&Rs.
  4. The Board continues to receive inquiries regarding responsibility for watering parking alley strips. Brian restated for the record that Board resolution passed 4/5/02 determined that owners are responsible for watering. The Board recognizes that “end units” were unfortunately constructed to water additional zones that “middle” units don’t have. However, this was the design of the builder of which the Board has no ability to alter.
  5. Review of past resolutions of the Board – Dave printed out all of the past resolutions adopted by the Board. These will be posted on the HOA Web site.

Decision Items:

1. Officers for 2006 - **A MOTION was made to maintain the current Board officers on the rolls for 2006. The motion was APPROVED.**
2. Landscape contract – Dave obtained competitive bids from other landscape contractors. He proposed that the contract be awarded to Cedar Crest. **A MOTION was made to again contract with Cedar Crest for landscape maintenance. The motion was APPROVED.** Dave inquired about how often Cedar Crest should do broadleaf spray and fertilizer applications. The Board decided that four applications of fertilizer and two broadleaf sprays would be sufficient.
3. Adopt new spending and reimbursement limits for Board members. Board members often incur personal expenses while doing Board business. Board members need to be reimbursed for out-of-pocket and mileage expenses when on Board business. **A MOTION was made to reimburse Board members for reimbursement at the “Federal Mileage Rate” while conducting Board business. The motion was APPROVED. A MOTION was made to approve reimbursement of out-of-pocket expenses up to \$25 per month for expenses relating to Board business without specific prior spending approval from the Board. Board members will remit receipts for reimbursement at the next Board meeting following when the expense was incurred. The motion was APPROVED.**

4. Internet Service Provider (ISP) issues. – Due to continuing problems associated with PEAK Internet services, Brian (the HOA Webmaster) recommended the association change ISP providers to “IXWebHosting”. The HOA may also be able to share the cost of hosting with “The Park At Timberhill” thereby decreasing the cost to the HOA for this service down to around \$3.00 per month. **A MOTION was made to authorize changing the Web hosting provider to IXWebHosting. The motion was APPROVED.**
5. Discuss Annual Budget issues – No issues were raised regarding the proposed 2006 budget adopted by the Board at the October Board meeting. Dave will include a copy of the budget with the December monthly assessment billings to the owners.
6. Identification of occupants of rented units. – Dave has received direct refusal from a property manager of several units to disclosing, as a matter of their company policy, the identity of the renters of their units. Resident Pete Isaacson asked why the HOA had a need to know who is living in any of the units. Brian and Cass explained that it is necessary for the Board to be able to contact owners and residents (and possibly property managers) regarding issues of safety, maintenance, or other official HOA business. Dave noted that a previous Board resolution had been passed to keep a list of owners and occupants for the purpose of conducting Board business. A recent deficiency arose where a professional property management company was not notified of the issues regarding a property because the Board had no record of the property management involvement. The Board may need to amend the resolution to include keeping a record of the owner, a resident/contact person, and/or property management contact for each unit.
7. The next Board meeting will be Monday, December 12, 2005 at 7:00 PM.

The Board adjourned at 8:23 PM