

**The Timbers Association**  
**Board of Directors Meeting Minutes**  
Tuesday, April 26, 2016  
@ Pool Clubhouse

Noting that a quorum was present, the meeting of the Timbers Association was called to order at 7:00 p.m. by Mr. Sturgis.

**I. Members Present:** The following Board Members were present: Beth Callaghan, Nicole Mallick, Mike Smuland, Joyce Tatanus, Jeannette Hantke, Milan Sturgis, Jeanette Walton, and Jerry Callaghan. Ken Eiriksson was present representing East Coast Management. 8 other residents were present.

**II. Resident Time:** The Board discussed realtor signs. It was agreed that signs left in the common area will be disposed of. *Motion by Milan Sturgis, second by Mike Smuland (7-1 Walton).* Management was advised that one of the new watch lights was out on Winding Hollow Way. The Board discussed trash, dog waste, soliciting and dogs off leash. Management was advised that the concrete bases for the mailboxes on Forest Creek Lane were uneven.

**III. Management Report:**

Review and Approval of Minutes. The minutes of the Board of Directors meeting of March 22, 2016 were approved as corrected. The drainage proposal for Willowick Lane was provided by Community Landscape Service. *Motion by Beth Callaghan, second by Joyce Tatanus.*

Delinquency List. The Board was provided with the delinquency list as of March 31, 2016. 47 owners had a balance on their account at the end of the quarter. Two current accounts are at the attorney. A number of other accounts are being monitored. The total amount due was \$22,740 less \$5,934 classified as uncollectible.

Financial Report. The Board reviewed the March financial statements. The Association had a deficit of \$40,549 for the month. Total expenditures were \$42,346. For the year to date, the Association has a deficit to budget of \$3,370. The Association had cash and investments of \$821,261. Management reimbursed NSF fees in April as discussed. The financial report was approved. *Motion by Nicole Mallick, second by Jerry Callaghan.*

Street Lights. The Board discussed the sample LED bulb that was installed on Hollow Knoll Court. It was agreed that the lights will be replaced. Management was asked to contact the contractor to install a brighter bulb and to provide a more detailed proposal, including the number of fixtures and the cost to replace broken diffusers and fixtures, as necessary. Management is waiting to hear back from Dominion to see if it is possible to replace the bulbs on their watch lights with LED.

Correspondence/Pending List: The Board discussed correspondence received or sent since the last meeting and Management's Pending List. No decisions were made. Management was directed to ask Blade Runners to invite the new supervisor to the May meeting.

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**IV. Unfinished Business:** The updated parking rules are were approved with the addition of a note regarding parking in paved areas only. *Motion by Jerry Callaghan, second by Mike Smuland.* The updated towing contract was also approved. Owners are now authorized to notify Dominion when vehicles are illegally parked. *Motion by Milan Sturgis, second by Jerry Callaghan.* Management updated the Board on the Parking Committee recommendations. The wooded area from Winding Hollow to Hillside Road is too steep and too narrow to provide a decent path. The Landscape Committee was also concerned about erosion. Management will get estimates to create new parking spaces on the island in the middle of Winding Hollow including addition of retaining walls, and removal of the pine trees to level the area. Management will follow up on the parking signs for the pool. Ms. Walton will contact Denise Girard regarding recommendations from the sign committee.

**V. New Business:** The Board directed Management to get estimates and pictures of possible common area trash cans. Management will also contact Trash Away to find out the cost to dump the new containers. Management will send a letter to 8763 Ridge Hollow about repeated leash law violations. Management will provide Ms. Callaghan with a contact for Verizon cable issues.

**VI. Landscape Committee:** Ms. Hantke provided an update on the Landscape Committees activities. They have completed two inspections of portions of the property and will be providing a report to Management and the Board. Management asked that priority items be provided as soon as possible so they could be corrected. The Committee consists of 5 members. They were introduced by Ms. Hantke and thanked for their efforts by Mr. Sturgis. Ms. Hantke also updated the Board on mailbox base repairs that were recently done.

**VII. Adjourn to Executive Session:** The Board adjourned to Executive Session at 8:25 to discuss financial matters. There were no decisions made.

**VIII. Adjournment:** There being no further business, the meeting was adjourned at 8:40 p.m. The next meeting will be Tuesday, May 24, 2016 at 7 p.m.

Respectfully Submitted,  
Ken Eiriksson  
East Coast Management & Consulting Services