

The Timbers Association
Board of Directors Meeting Minutes
Tuesday, January 23, 2018
@ 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. Callaghan.

I. Members Present: The following Board Members were present: Beth Callaghan, Jerry Callaghan, Nicole Mallick, Joyce Tatanus, Betsy Reagan, Mark Roeber, Sharon Churchill, and Joe Collins. Ken Eiriksson was present representing East Coast Management. 1 other resident was present.

II. Resident Time: Mr. Callaghan reported that a realtor was interested in sponsoring a cook out for the community. The Board was not initially opposed to the idea. More details will be provided. Management asked the Board if Titan Pool Service could advertise in the newsletter. They approached Management and expressed that they were having difficulty finding lifeguards. The Board agreed it was in the community's best interest and agreed to allow the advertisements, and to post a notice on Twitter and Facebook.

III. Committee Reports: Ms. Tatanus advised that the Landscape Committee was unable to have a meeting due to the weather. They were asked to create a map including areas where projects were planned and areas where special attention would be needed by the landscape contractor. The Communications Committee updated the Board on the new website. It should be a nice improvement and should be online in the next couple weeks. Ms. Callaghan will include trash details in the next newsletter. Management will provide Ms. Callaghan with a copy of the trash notice that is dropped off in problem areas.

IV. Management Report:

Review and Approval of Minutes: The minutes of the Board of Directors meeting of November 28, 2017 were approved as corrected. Mr. Roeber's name was incorrect. *Motion by Mark Roeber, second by Beth Callaghan.*

Delinquency List: The Board was provided with the delinquency list as of December 31, 2017. Thirty owners had a balance on their accounts. Two accounts are at the attorney. 7 balances were paid in full after the end of the year. The total amount due was \$13,435 less \$6,461 classified as uncollectible. Management was asked to provide an update on the accounts at the attorney.

Financial Report: The Board reviewed the December financial statements and general ledger. The Association had a deficit of \$23,464 for the month. Total expenditures were \$24,794. For the year, the Association had a surplus to budget of \$14,333. The Association had cash and investments of \$952,527.

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Grounds Contract: The Board reviewed 4 proposals for the 2018 grounds contract. Management was asked to get updated proposals from J&M and Blade Runners. Both proposals should include front yard leaf removal, black mulch removal, 4 leaf removals, a multi-year contract and the islands on Hillside Drive.

Trash Contract: The Board approved a 3 year extension of the trash contract with Trash Away. The contract rate will be \$5,670 per month and will no longer include an "environmental fee". Management was asked to request that the annual increases be capped at 2%. *Motion by Nicole Mallick, second by Betsy Roeber.*

Correspondence/Pending List: The Board reviewed Management's pending list. No decisions were made. The Board approved a request to install a "Ring" doorbell and camera system. The AECC guidelines will be updated to include similar devices. The Board declined a request to maintain a backyard that is entirely paved over with concrete. *Motion by Beth Callaghan, second by Nicole Mallick.*

V. Unfinished Business: There was no unfinished business discussed.

VI. New Business: Mr. Callaghan reminded the Board about the proper uses for email correspondence between Board members. Most issues are better dealt with at a regular meeting. A special meeting can be called, if necessary. Management was advised that the resident at 6011 Forrest Hollow Lane left a dryer at the curb.

VII. Adjournment: There being no further business, the meeting was adjourned at 8:30. The next meeting will be on February 27, 2018 at 7 p.m.

Respectfully Submitted,
Ken Eiriksson
East Coast Management & Consulting Services