

TIMBERTON VILLAGE HOA
REGULAR BOARD MEETING December 4, 2017
MINUTES (Approved)

Meeting called to order at 3:00 p.m. by Mike Burke, President

Board Members present: Mike Burke, Lloyd Gill, Vicki Derrenberger, Cynthia Blacketer (quorum)

Village Residents present: 3 individuals (see sign-in sheet on file)

- MSP to approve agenda as published (all ayes)
- MSP to approve Minutes from October 2, 2017, regular Board meeting (3 ayes, 1 abstain)

New Homeowners: None Present.

Comments from the chair: Mike noted that as of today there are no homes for sale within Timberton Village.

Comments from the floor: None

Formal Correspondence: None No comments have been received from the letters sent to owners who's home backs up to the Wetlands areas.

Committee Reports:

ARC - Lloyd Gill

- ARC applications processed 10-1-17 through 11-30-17: 3 applications, all had been forwarded to SBCA and received approval.

VMC - Vicki Derrenberger provided report in the absence of Debbie Wills.

- Debbie wanted to thank the volunteers that helped in the last clean up day: Lloyd & Judy Gill, Neil & Maureen Black, Dave Tietjen and Vicki Derrenberger. A special thanks to Lloyd for hauling away the debris.
- Thanks to Lloyd and Dale Wills for installing the post and chain at the top of Timberton Drive.

- Scheduled Spring projects include: Clean up of the Memorial Park and the corners of Heritage Lane and Timberton Drive.
- In the spring, the VMC will continue to seek a new landscape contract starting in summer 2018.

FMC - Vicki Derrenberger

- Kathy posted the October and November Financials on the website this past weekend and an email blast notification went out to all homeowners.
- Normal expenses of electricity and landscape maintenance occurred along with reimbursements for the post and chain and the Annual Non-Profit Report Filing.
- Our Annual Non-Profit Report was filed by Cynthia in November.
- The 2017-18 2nd installment dues invoices will be sent out within the next week. These dues cover January 1 to June 30, the amount is \$176, payment is due January 1, there is a 30-day grace period. Several homeowners have paid ahead and this will be reflected in their invoices. No homeowner is behind paying their dues.

Old Business:

A. Status of action items caused by revisions to SBCA-ARC process, presented by Lloyd and Vicki:

- Villages are now responsible for maintenance of their Limited Common Areas, a Limited Common Area Application Form has been designed for Timberton Homeowner use.

Motion: Adopt the Limited Common Area Application Form, dated 12-4-17, for use by Timberton Homeowners requesting changes to the vegetation in Timberton's Limited Common Areas. **MSP** - all ayes

- Due to the recent revisions by SBCA-ARC, all ARC application forms have been updated and centralized to the SBCA Website. The TVHA website now has a link to the specific page where the current forms can be found.
- Revision 5 of the SBCA Design Standards, approved 9-8-17, has been posted on the TVHA website.

- Appendix A of the Design Standards, which was approved 9-8-17, has been posted on the TVHA website. This lists common projects that do not need approval, as well as examples of projects that do require SBCA-ARC approval and the corresponding application forms to be used.
- Firewise Guidelines were removed from the website as they are now incorporated into the Limited Common Area Application.
- The ARC section on our FAQ's sheet was revised to reflect recent SBCA-ARC changes and posted on the TVHA website.
- Lloyd revised the ARC Approval Application Procedures, and updated the Comment Form to Comment/Grievance Form which is referenced in the Procedures document.

Motion: Approve the ARC Approval Application Procedures, dated 12-2-17, and associated Comment/Grievance Form, dated 12-04-2017. **MSP** - all ayes

- There are still two remaining action items to be completed:
 - Cynthia will update the Greeter Program to include ARC Process Guidelines for Homeowners in the handout.
 - Changing the Vegetation Management Plan to reflect SBCA changes will take place in Spring 2018.

B. Issue resolution process review (waiting for SBCA to revise process)

- As noted above, we have a Comment/Grievance Form to be used until SBCA updates their complaint form and complaint process.

New Business: None

Comments from the Floor: None

Comments from the Chair: Cynthia thanked the Board, especially Vicki and Debbie for filling in while she was recuperating.

- Next Regular Board Meeting will be on **Monday, February 5, 2018** at 3:00 p.m. at the Bay Club.

MSP - Adjourn at 3:43 p.m. (all ayes)

Respectfully submitted,
Cynthia Blacketer
Secretary