

TIMBERTON VILLAGE HOA
ANNUAL MEETING June 26, 2017
MINUTES (Approved)

1. Meeting called to order at 4:02 p.m. by Mike Burke, President
2. **Determination of Quorum and approval of revised agenda** - Cynthia Blacketor, Secretary
 - Village Residents Present: 21 households represented in person, 28 additional households represented by submitted proxies.
 - Determination of Quorum: Secretary, Cynthia Blacketor announced a quorum of represented households 49. (49 of 78 households = 62.8%) Note: Two (2) additional households arrived after the Quorum was determined but prior to voting. Total votes: 51
 - Recommendation: Move the Annual Report to Item #6 and present it prior to the committee reports. MSP - approval of revised agenda (all ayes)
3. **Introduction of New Homeowners:** Bob & Betty Humphries, Paul Hinton, Ruth & Olivia Schmitt, Bob King & Kathleen Bryan.
4. **Introduction of Current directors** - Mike Burke, President; Steve Frenzl, Vice President; Vicki Derrenberger, Treasurer; Debbie Wills, VMC Chair; Cynthia Blacketor, Secretary. A special thank you to Steve for his years of service as the Vice President and ARC Chair.
5. **Approve Minutes** from June 5, 2017 regular Board meeting and last year's annual meeting of June 27, 2016. (all ayes)
6. **Annual Report** - Mike Burke summarized 2016-17 TVHA accomplishments:
 - VMC completed the Gazebo renovation
 - Board Administration improvements:
 - Records Retention Policy was completed
 - Frequently Asked Questions Document was revised
 - Access to Reserve Funding Policy was adopted
 - Thank you to Rick Hellewell, designer and manager of our website.
 - Village Programs include: Greeters Welcome Committee and Disaster Preparedness Program
 - End of year funds have grown modestly, 2016-17 we grew by \$1400.00.
 - VMC shared photos of the projects accomplished this year.
 - Community Project Day, recognition of the volunteers that made it happen!

- Grounds Maintenance Contract
 - Under contract until July 2018.
 - VMC is not pleased with the work being done at this time.
 - Association will be seeking bids from alternative maintenance companies.
- Future: Maintain our sustainability!

7. Committee Reports:

a. ARC - Lloyd Gill, Chairperson

- June 1, 2016 to May 31, 2017
 - 18 Total Applications
 - 8 Fast Track Applications received and approved
 - 4 Firewise Applications received and approved
 - 3 Common Area Applications received, 2 approved and 1 approved with conditions
 - 2 Landscape Applications received, 1 approved and 1 approved with conditions
 - 1 Building Modification Application received and approved
- SBCA ARC will be presenting their Design Standards changes to the Village ARCS in Mid-August. If the Villages accept the changes, the new version will go to the SBCA Board for a vote. After board acceptance, we will ask the Timberton Board to distribute the changes through the Website and Greeter program.

b. VMC - Debbie Wills, Chairperson

- Vegetation cutting took place in the 2 cell ponds.
- Village entry updated with new flowers/perennial plants and removal of dead/overgrown vegetation.
- Future Projects: removing/thinning of vegetation along Timberton Drive and Heritage Lane.
- Special Recognition of two volunteers Tom Carter and Walter Leach who maintained our ponds for many years.

c. FMC - Vicki Derrenberger, Treasurer

- Invoices for 1st Installment fiscal year 2017-18 dues were sent out June 14 and we have received 35 payments to date.

- Finance Committee working with VMC Chair, and input from pond maintenance, updated the Reserve Study this year, verifying all Village assets. Estimated costs, useful life and remaining life were gathered for all assets included in the Study. The Committee then prepared a document including the history and photos of all our assets, this is located on our website. The purpose of the study is to assist in making sure the association sets aside appropriate funds should the need arise to repair or replace an asset. Setting aside funds in advance allows us to NOT require a special assessment from our homeowners.
- The Committee also helped to devise a Balanced Budget Policy which is a guideline for how the available association funds are utilized.
- Reminder: We have forms available to update your personal information such as address, phone or email if it has recently changed. This allows us to update the Invoice mailing list and Resident list.

8. **Old Business:**

- a. Timberton's Emergency Management Team - Tom Carter
 - Tom shared items from the county that are available to all homeowners. He advised that his Team works with Jefferson County and participates in four drills a year.
- b. Timberton's Greeter program - Cynthia Blacketer
 - Cynthia introduced and thanked all the volunteers that have been busy this year greeting our new homeowners.

9. **New Business:**

- a. Summer Picnic proposal - Mike Burke
 - Mike shared that this project fell by the wayside this year as we had no volunteers willing to take on the project.

10. **Voting options:** Ratification of Budget, ratification of reserve study update, and election of three new Board Members.

- Mike discussed the items on the ballot:
 - Ratification of Budget: Budget has increased 4.7% over prior year, as additional funds are needed for VMC.
 - Ratification of Reserve Study: Majority of the Budget are the costs associated with the Reserve study.

- Election of three new Board Members: Mike introduced the three candidates: Vicki Derrenberger, Lloyd Gill and Debbie Wills.

11. **Announcements of voting results** - Cynthia Blacketor, Secretary

- Ratification of the Budget for 2017-18 49 Yes 2 No
- Ratification of the Reserve Study Update for 2017-18 50 Yes 1 No
- Election of new Board Directors:
 - Vicki Derrenberger 49 Votes
 - Lloyd Gill 50 Votes
 - Debbie Wills 50 Votes

12. **Next Regular Board Meeting** will be on **Monday, August 7, 2017** at 3:00 p.m. at the Bay Club.

13. Comments from the board - none

14. Comments from the floor - none

15. Adjournment and let the party begin.

MSP - Adjourn at 5:10 p.m. (all ayes)

Respectfully submitted,

Cynthia Blacketor
Secretary