

**TIMBERTON VILLAGE HOA**  
**REGULAR BOARD MEETING June 4, 2018**  
**MINUTES (Approved)**

Meeting called to order at 3:02 p.m. by Mike Burke, President

**Board Members present:** Mike Burke, Vicki Derrenberger, Debbie Wills and Cynthia Blacketer (quorum)

**Village Residents present:** 10 individuals (see sign-in sheet on file)

- **MSP** to approve agenda as published (all ayes)

- **MSP** to approve Minutes from April 2, 2018 regular Board meeting (all ayes) and Minutes from April 18, 2018 Special Board meeting (all ayes).

**New Homeowners:** Lou and Cathy Castro from 94 Timber Ridge Drive were recognized and welcomed.

**Comments from the chair:** Mike invited all residents to the Annual Meeting and Social on June 25, 2018.

**Comments from the floor:** None

**Formal Correspondence:** Mike advised that our insurance company CAU (Community Association Underwriters) sent notice by email in April regarding a change in our policy and to expect a second email with the updated premium prior to renewal date of 6/27/18. As Mike had not received this updated email he requested a new email be sent. Mike advised the premium increased by 3% and totaled \$2455.

**Committee Reports:**

- ARC - Vicki Derrenberger
- Vicki is filling in for Lloyd Gill, who recently moved to Sequim. At our April meeting Lloyd advised we had no ARC applications to date. As of June we have had 7 applications. Five of these were recommended for approval and sent on to SBCA for review. These included projects such as painting the house a new color; roof replacement with different color

shingles (black); deck replacement with composite decking material; landscape application for planting of a new tree and another landscape application for the removal of 5 large trees where the roots were interfering with the house foundation. All were given SBCA approval.

- We also had 2 applications for work in Timberton Limited Common areas. One was for weed whacking vegetation behind a home to maintain the area as has been done in previous years (Basically what we used to consider a fast track application). The other was to allow the removal of some stinging nettles and blackberry vines and also several clusters of small cedar trees that the arborist stated were too close together and unlikely to thrive. As this was a bit more extensive and specific, we made several site visits and worked with the homeowner on how much would be allowed (boundaries were determined) and the Board voted to approve the project. This did not affect any neighboring views but provided some relief to the owner who had some concerns of the nettles growing closer to her property.
- A question was asked what is the Limited Common Area? Vicki provided a brief overview of our Limited Common Areas within Timberton Village.

#### VMC - Debbie Wills

- VMC has been very busy these last two months. The following items have been completed:
  - Clean up in the Memorial Park and removal of a Maple Tree that had been leaning towards a neighboring house.
  - Signed a contract with Greenstate Landscaping Services which begins July 1, 2018.
  - Wildflower, our current landscape company, along with three other landscape companies who provided bids, were notified that we appreciated their interest but that the TVHA Board had chosen a different landscape company at this time.
  - Debbie asked that upon paying Wildflower's current bill, we ask to have the keys for the padlocks returned. We will also mention a thank you in that payment for their prior years of service.
  - Dan Fields was contacted for a quote to remove trees and vegetation at the NE corner of Timberton Drive and Heritage Lane. The quote totaled \$2016.50. Debbie will ask for a second quote from our new landscape company in July.

- VMC Volunteers assisted with the following projects:
  - Worked on the SW corner of Timberton Drive and Timber Heights Drive, removing a dead mugo pine and working on horsetail.
  - Removed Scotch Broom on Tract E and by the Spinnaker Pond.
  - Removed horsetail on the NW corner of Timberton Drive and Heritage Drive.
- Debbie thanked all volunteers for their help during this very busy season.

#### FMC - Vicki Derrenberger

- Kathy posted the April and May Financials on the website and an email blast went out to all homeowners yesterday afternoon notifying them of this.
- Other than the normal operating expenses of electricity and landscape maintenance, reimbursements for flowers and plants for the main entrance were reimbursed to Debbie and Vicki. We also paid for the removal of the maple tree at the corner of Heritage/Leighbrook (Memorial Park).
- We have 0 homeowners with outstanding balances. As Kathy stated in yesterday's eBlast about the financials, typically during the month of June she sends out invoices for the upcoming billing cycle July 1 - December 31, 2018. These invoices may be a tad late as she has not yet 'rolled over' the Accounts Receivable file for the new fiscal year. However, the dues are \$176 for the six-month period and all homeowners will be invoiced this amount. The Due date is July 1 but owners have up to 30 days past that before the payment is considered past due.
- In May, the 2017-18 reserve allocations of \$1,310 for Uncertainties and \$3,000 for Reserve Asset Maintenance/Replacement were put into new CD's and the balances from the existing corresponding CD's were transferred into them as well. The Reserves for Uncertainties now has a balance of \$5,244.13 and the Reserve Asset Maintenance/Replacement has a balance of \$35,296.76.
- Any questions regarding financials, please contact either Vicki Derrenberger, Treasurer or Kathy Kubesh, Bookkeeper.

- As mentioned under Formal Correspondence: Our current Insurance policy with CAU (Community Association Underwriters) expires on 6/27/18. Earlier in April we received notification that the policy will not be renewed as CAU is no longer using QBE Insurance who issues this policy. Instead, CAU is partnering up with Munich Reinsurance America who will be sending us a quote for a comparable insurance policy. They indicated this should be a seamless transition. As Mike mentioned he had to call for the email and was quoted a 3% increase in rates, it appears not to be quite so seamless a transition.

## **Old Business:**

### A. Issue resolution process review: Updated by Vicki for SBCA

- As mentioned at the April meeting, the SBCA Board sent out a survey and one of the questions they were seeking input on was whether or not the community would be in favor of a non-compliance policy, which could include fines, as a means of dealing with homeowners who do not follow the governing documents of the association.
- The results were: **63.42%** Yes, I support creating a SBCA compliance policy that may include fines or other penalties when homeowners refuse to abide by the governing documents. **36.58%** No, I am not in favor of fines or penalties for any reason at this time.
- The law firm of Baker Martin, out of Seattle, who deals only with HOA's and Condos, has reviewed the SBCA governing documents and just sent a proposed enforcement policy to the Board to review and customize. The initial consensus of the Board is that it is good as a starting point. However, there has been no discussion yet on what changes might need to be made. If the Board votes to approve this, information regarding the policy will be sent to all South Bay members prior to implementation.

### B. 2018 Annual meeting preparation plan

- Mike advised he had started the PowerPoint Presentation and needs information to address TVHA Status 2018 and TVHA's Future Focus.
  - Kathy will provide Financial Summary
  - Vicki will summarize reasons to reduce board meetings to quarterly
  - Cynthia advised we still need a Greeter for Timber Ridge

- We have Emergency Preparedness Block Captains for all parts of the village
- Mike has obtained the Liquor license and will take care of beverages.
- Cynthia confirmed the room set up requirements.
- Cynthia will take care of printing ballots and has asked Rich and Carol Durbin to assist at the check-in table and help with vote counting.
- Dale Wills and Steve Hall volunteered to be the bartenders.
- We do need volunteers for set up and take down. Kathy offered to coordinate with Cynthia on an eBlast to the Homeowners, reminding them to RSVP attendance and requesting help with set up and take down.
- Cynthia will confirm the 2019 Annual Meeting for Monday, June 24, 2019 with the SBCA.

**New Business:** None

**Comments from the Floor:** A question was asked about the coverage of our Insurance. A brief explanation of our policy and coverage including volunteers working in the Limited Common Areas was explained.

**Comments from the Chair:** A special board meeting will be held after the Annual Meeting to elect officers and discuss the results of any approved meeting changes.

- Next Regular Board Meeting will be on **Monday, August 6, 2018**, at 3:00 p.m. at the Bay Club. Note: This date may change if Quarterly meetings are approved by the Membership.

**MSP** - Adjourn at 4:14 p.m. (all ayes)

Respectfully submitted,

Cynthia Blacketor  
Secretary