

Timberlane Homes Association, Inc.
Annual Members Meeting
April 19, 2012

Meeting Called By: Bryan Lackey
Meeting Called To Order At: 7:08PM
Meeting Purpose: Annual Members Meeting

Roll Call

Bryan	Linda	George	Tonja	Chele	Tracey	Jamie	Josh	
Present	Present	Present	Present	Present	Present	Present	Present	

- I. **Present Proof of Notice of Meeting**
 - a. Bryan shared mailing receipt of notice of meeting
- II. **Quorum Confirmation - 52 in person or by proxy**
 - a. Quorum is not present. Meeting continued in unofficial capacity.
- III. **Adoption of the Agenda**
 - a. Adopted
- IV. **Recognition of the City of Covington**
 - a. George presented certificate of appreciation to representatives of the City of Covington
Those Present: Glenn Akramoff, Ross Junkin, Derek Matheson, Council Member Marlla Mhoon, Council Member David Lucavish, Deputy Schrimpsheer, Mayor Margaret Harto
- V. **Presentation of Volunteer of the Year Award**
 - a. Award presented to Susan Pearson
- VI. **Approval for 2011 Annual Meeting Minutes**
 - a. Tabled until 2013 due to no quorum
- VII. **Elections of board members:**
 - a. Due to no quorum, vote taken for representative purposes only
 - b. Participants encouraged to vote so that board members could take that information under advisement for appointing board members up for re-election.
- VIII. **Report of Committee Accomplishments:**
 - a. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4th Wednesday of the month at 10:00AM in the Timberlane clubhouse office.**
 1. Categorized complaints and prioritized for planned enforcement.
 2. Spearheaded the Rules & Regulations process for publication.
 3. Worked on relationship with City code enforcement officer (Brian Bykonen) to coordinate our future enforcement efforts.
 4. Thank you to Linda Caudle for all her work prior to transitioning the committee. She helped make the transition seamless.
 5. With the new rules and regulations we will now have the ability to start moving forward on complaints and issues brought to our attention.
 - b. **Audit & Nominating-meets monthly at 7:00PM in the Timberlane clubhouse office on the Monday prior to the Board meeting (held on the 2nd Thursday of every month).**
 1. Excessive volunteer hours put in to manage office following board turnover. Thank you to Wendy Brooks and Linda Caudle.
 2. Hired office staff and accountant to manage accounts but this became cost prohibitive for the association and management prohibitive for the volunteers.
 3. Hired Windermere Management. Over time this will prove less costly than the original plan of an office

- assistant and accountant.
4. Due to hundreds of donated hours and not opening the pool there is a good amount of money in the accounts.
 5. Unfortunately transitioning the books from our accounting person to Windermere was more costly than expected, but now that the books are in order, there will be no risk of large unexpected bookkeeping charges.
 6. There was no reserve fund when we took over the board and now one is in place. We have set aside money for greenbelt maintenance and also for some long-delayed building maintenance.
 7. Currently have a \$30k reserve fund, an un-used line of credit for extreme circumstances, and \$45k in the operating account.
 8. Budgeting process has been defined and is proving to be accurate.
 9. Accounts receivable very high due to the economy and extensive foreclosures.
 10. Working on a 5- and 10-year plan, including a full reserve audit.
- c. Publicity & Recreation-meets monthly every 4th Tuesday at 7:00PM in the Timberlane clubhouse office.**
1. 2011 Easter Egg hunt, with 75 kids. 2012 Easter Egg Hunt, with more than 150 kids gathering over 2,500 eggs.
 2. Donated clubhouse for two relay for life teams, and Mountain Vineyard church for community blessing block party.
 3. Second annual Trash & Bash was very successful. We filled two large dumpsters of trash and a huge roll off of greenbelt debris.
 4. First annual National Night Out with root beer floats and a flashlight parade to Jenkins Creek.
 5. 2011 Halloween party had over 100 kids in attendance.
 6. Holiday Bazaar held with proceeds used to support community events.
 7. Santa Event with 75-100 kids coming to get \$3 picture disks with Santa.
 8. Second annual Sweetheart Bazaar with the Mariner Moose.
 9. Working with City Council to let them know what we are accomplishing.
 10. Quarterly newsletters re-established and neighborhood signs put up to let neighbors know about upcoming events. Website and Facebook page updates and discussion board completed.
 11. With the assistance of Windermere have improved the rentals process.
 12. Working on community garage sale June 9th. July 14th is third annual Trash & Bash and working on 2nd annual National Night Out.
- d. Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
1. Orca Pacific contracted to bring pool into compliance. Little pool will not be open this year since it needs to be completely rebuilt and a new pump added. We hope to have the large pool open provided the work is complete and we pass inspection.
 2. Hired a continual pool maintenance person (currently on hold until Orca Pacific work is complete.)
 3. Janitorial contract for cleaning in preparation for renters.
 4. A lot has been neglected and we have a long term plan for improvement. Next on the list is upgrading our pool locker/bathroom.
 5. We contracted with Cloudy Skies landscaping and that has been extremely effective.
 6. 20 hazardous trees have been removed and there are 300 more to remove due to laminated root rot and storm damage in our 300 acres. Currently working with a logger to try to recoup some of the costs.
 7. Have an on call handyman contracted for issues as needed.
 8. End of cul de sac drain survey completed. This will be a large expense down the road. Driving over drains in the greenbelt has caused them to become ineffective and causing flooding. The city is working with us to help with some of them.
 9. Installed security system at clubhouse which has decreased vandalism significantly.
 10. Worked diligently to remove graffiti as soon as it goes up. This has reduced the problem.
 11. This Saturday is Earth Day and we are focusing on the Green Belts. There will be refreshments for all helpers. Republic Services will be providing two (2) 40 cubic yard dumpsters for yard waste/tree debris and one (1) 6 cubic yard dumpster for garbage disposal.
 12. Enumclaw Recyclers will be here and are on a quarterly collection schedule for residents. This helps keep it out of the greenbelts.

IX. New Business

- a. Homeowner recommended that we work to get the word out about how Windermere has helped the community and how the Membership continues to be in control.
- b. Mayor Harto gave kudos to the board for all their hard work in bringing the community together and recommended creating and publicizing an annual report.

Meeting adjourned at 8:45 PM

Special Meeting to elect officers started following a 15m break

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