

# Timberlane Homes Association, Inc.

## Meeting of the Board of Directors

### February 9, 2012

Meeting Called By: **Bryan Lackey**  
 Meeting Called To Order At: **7:00PM**  
 Meeting Purpose: **Regular Board Meeting**

**Roll Call**

<b>Bryan</b>	<b>Linda</b>	<b>George</b>	<b>Tonja</b>	<b>Chele</b>	<b>Tracey</b>	Jamie		
Present	Present	Present	Present	Arived at 7:08	Present	Present		

- I. **Adoption of the Agenda**
  - a. Bryan motioned, Linda second, all approved.
  
- II. **Guest Speaker:**
  - a. None
  
- III. **Open Forum:**
  - a. Homeowner asked about the delinquencies line item on the financial statement.
  - b. Homeowner went to Windermere to pay dues and was told by the receptionist that she could not take a payment and that it had to be dropped in the box in the hall. There was no receipt made available. Linda will contact Chantelle to find out options for those who want a receipt.
  
- IV. **Approve Consent Agenda**
  - a. Approval of January meeting minutes.
  - b. Agree to show support for keeping Cedar Valley and Jenkins Creek Elementary Schools open by sending a letter to Kent School District and allow clubhouse to be used for support activities.
  - c. Agree to have Curran Law Firm proceed with processing of paper work needed to collect funds from chapter 13 homeowner.
  - d. Change the registered agent from Curran Law Firm to Windermere.
  
- V. **Treasurers Report**
  - a. Tonja reviewed financial summary presented by Chantelle of Windermere as well as transition of accounts over to them for management.
  
- VI. **Committee Reports/Current Work Summary**
  - a. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1<sup>st</sup> Wednesday of the month at 10:00AM in the Timberlane clubhouse office.**
    1. Chele has taken over the ACPC committee. She is still getting familiar with the program and expectations. One focus is to create a Rules & Regulations and a Policies document that is clear and concise with consequences for non-compliance. A special meeting will be held February 21<sup>st</sup> to discuss this issue.
  - b. **Audit & Nominating-meets monthly at 7:00PM in the Timberlane clubhouse office on the Monday prior to the Board meeting (held on the 2<sup>nd</sup> Thursday of every month).**
    1. Audit for 2010 should be done soon pending any additional auditor questions. We are planning on starting the 2011 audit soon pending the taxes being complete.
    2. Josh Rogers is eligible for nomination for the Board and is still interested in being a board member.
  - c. **Publicity & Recreation-meets monthly every 4<sup>th</sup> Tuesday at 7:00PM in the Timberlane clubhouse office.**
    1. Sweetheart bazaar is complete. Brought in \$198 in raffle ticket sales \$360 in table rentals from vendors. Total of \$558. Spent \$200 for Mariner's Moose and a \$50 gift card to Mariner's team store. Total profit of \$308. It was successful under the circumstances of the storm, but could have been better. We didn't advertise as well as we think we should have.
    2. Gearing up for Easter Egg Hunt. Stuffing eggs on Friday April 6<sup>th</sup>. All volunteers welcome. Saturday,

- April 7<sup>th</sup> starting at 11am is hunt. Black Diamond Balloons will be here.
3. April 21<sup>st</sup> is Earth Day. We will have a cleanup joint with maintenance.
  4. We have another newsletter in the works.
  5. Website needs transitioned. Still investigating.
  6. Renters insurance is a tough issue. Chele has checked with the HOA insurance agent and the best option available is to add a rider to the policy for \$2,000 that will cover the first few rentals and the renter will pay a minimum of \$150 per event. Additional rentals will pay \$150 that will go directly to the insurance company. Chele to ask Chantelle to investigate other possible options. Maybe even check in with VFW to get ideas or other rental facilities to see how they handle the issue.
- d. Block Watch**
1. Has not been updated in a bit due to the transition. Tracey to have more info by the March meeting.
  2. George mentioned a break in at Division two today.
- e. Maintenance & Pool-meets monthly every 3<sup>rd</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
1. Linda has joined the Maintenance committee.
  2. By Ear Construction is completing the emergency exit doors, new gutters and downspouts and bathrooms/shower area for the pool. The attorney has reviewed the contract and once George has reviewed them and obtained corrections they will get started.
  3. Contacted Orca Pacific as they have experience in compliance at the suggestion of our pool maintenance person.
  4. Contacted PSE for Exit Sign rebate. Getting close.
  5. Turning in signature sheet with Red Cross to turn clubhouse into a resource for warming/cooling.
  6. Earth Day – we expect Rainier Recycle to allow homeowners to bring in yard debris for free. If this happens we are hoping that we can get enough homeowners with trucks to help us help those without trucks to dispose of greenbelt and yard debris.
  7. Ice storm hit Timberlane harder than any other Covington neighborhood because of our trees. The messages about what to do with downed tree limbs got skewed. The City is helping Timberlane manage the debris in the street and they may ask us for some reimbursement for the disposal costs.

## VII. Open Floor for those interested in Open Board Positions

- a. Official interview with Josh Rogers. He has been to many board meetings and is a member of ACPC committee.
- b. A secret ballot vote was held and Josh Rogers was appointed to the Board of Directors in a position through 2013.

## VIII. Unfinished Business from Last Meeting

- a. Modifications to Policies and Amendments held over for special board meeting scheduled for 2/21/2012 at 7pm.

## IX. Director Comments

- a. Tracey is very disappointed with the residents of Timberlane who chose to add trash and normal yard debris to the storm debris piles such as Christmas trees, stumps, ivy, grass clippings, propane tanks, an entire entertainment center all dropped on top of or within the storm debris piles. It is sad that they did not take responsibility for their own trash and in turn damaged our relationship with the City that this board has worked hard to create.
- b. Chele agrees with Tracey on her disappointment with some Timberlane resident's actions.
- c. Linda thanked Jamie and Tracey for doing so well at the Sweetheart Bazaar. Really wants to see more board members participate and be a part of these community events. Linda thanked Chele for tanking over ACPC and Tonja for all her hard work cleaning up our books to turn over to Windermere in record time. And thanks to George for all his work with the trees.
- d. Bryan thanked Linda and Tonja for all their work on the transition and to George for all his work with managing the storm debris issue.
- e. Tonja would like us to investigate a reader board for the community for messaging important updates and notices. Tonja will ask Chantelle to investigate costs. Tracey suggested printing signs and not laminating them for this issue which is only \$16.
- f. George is very disgusted with what he found in the storm debris piles. Old diapers, propane tank, compost, yard trimmings, etc. Timberlane is the ONLY neighborhood who took advantage of the City's help.
- g. Josh said thanks for the community support and the Boards support of Cedar Valley Elementary. They did

fill up the school districts meeting hall where they had capacity problems. This was a great message.

**X. Table of Motions**

**a. Motion 1:** Approval of Consent Agenda

Motion by: Bryan

2<sup>nd</sup>: Linda

<b>Bryan</b>	<b>Linda</b>	<b>George</b>	<b>Tonja</b>	<b>Chele</b>	<b>Tracey</b>	<b>Jamie</b>		
Yes	Yes	Yes	Yes	Yes	Yes	Yes		

**Open items for next month:**

None at present

**Meeting adjourned at 8:34 PM**