

Timber Hill Community Association, Inc.

Meeting of the Board of Directors

January 8, 2016

I. Quorum Count

A Timber Hill Community Association meeting of the Board of Directors was held on Friday, January 8, 2016 at 8 P.M.

The following **Officers** were present:

1. Timothy Duncan, President
2. LaTonya Jackson, Vice President
3. Anthony Mack, Treasurer
4. Billy Higgins, Secretary

The following **Directors** were present:

1. Billy Higgins
2. Joanne Heyer
3. Muriel Geiersbach
4. LaTonya Jackson
5. Stacy Koehler
6. Ralph Pizzano

The following **property owners** were present: 7

There being a quorum of 4 board members, the meeting was called to order at 8:08pm.

II. Minutes

Motion to accept the minutes from the Board Meeting dated December 11, 2015

- Joanne Heyer – Motions
- LaTonya Jackson – Seconds
- Muriel Geiersbach – yes
- Ralph Pizzano – yes
 - Stacy Koehler – abstained (absent from Decembers meeting)
 - Billy Higgins – abstained (absent from Decembers meeting)

II. Report of Officers

Timothy Duncan, President (See Attached)
LaTonya Jackson, Vice President-No Report
Billy Higgins, Secretary - No Report
Anthony Mack, Treasurer (See Attached)

January Report:

Interest:

Sweep Account	\$3.66
Capital Improvement	\$3.57
Certificated of Deposit	\$4.64

Total interest on all accounts for - \$11.34

Total expenses 12/01/15 - 12/31/15: \$204,747.50
Community Dues as of 1/09/16: \$168,079.86
Reserve as of 1-09-16 2015+2016: \$19,094.32
Road Fee as of 1-09-16: \$5,638.62
Dues prior to 2016 as of 1-09-16: \$25,509.04

Tricia Nelson, Administration Report- (See attached)
Read by Timothy Duncan

IV. Report of Committee Chairman

Rose Aumick, Events Committee – (See Attached) Lunch with Santa is was a success 40 people

Leo Henneberger, Road Committee – Absent, No Report

Vacant Chair, Hearing Committee- No Report
We don't have a chairperson, but Sheila and Lane are on the committee.

Vacant Chair, Pool Committee – No Report

Linda Siano, CAPP Committee- (See Attached) - no report

Vacant Chair, Crime Watch
No active members
Everyone needs to just keep their eyes open. Contact the State police if necessary.

Bobbi Snyder, Gypsy Moth “Ad Hoc ” Committee - (see attached report)

Muriel Geiersbach, By-Law Review Committee - No Report

V. Unfinished Business

A. Written Policy for a Performance Review to include description/acknowledgement

-

Tabled for 90 days as of 11/13/15

LaTonya Jackson will forward recommendation to the board The board will put forth any recommendations. Board will vote to finalize the final description / acknowledgement at February's Meeting

B. Culvert Repair Quote – L Marki & Son Inc

\$2000 Tahoe culvert repair, excavate from end of existing pipe to tie into ditch line.

Motion to accept L Marki & Son Inc \$2000 Tahoe culvert repair, excavate from end of existing pipe to tie into ditch line contract

- Ralph Pizzano - Motions
- Joanne Heyer - Seconds
- unanimous

C. Culvert Repair Outstanding -

As Per November Minutes Section IV Report of Committee Chairman:

Leo Henneberger, Road Committee – Absent, No Report

As Per December Minutes Section V Unfinished business Subsection B:

Culvert Repair - We need a report from Leo Henneberger. Ask Tricia Nelson to contact him and e-mail his report to the board.

Motion to have Tricia Nelson contact Leo Henneberger and have him send his report to the board via e-mail

- ❖ LaTonya Jackson - Motions
- ❖ Joanne Heyer – Seconds
- ❖ Unanimous

Motion to have Tricia reach out to Leo and let him know Louie DiBernard will play liaison between L Marki & Son Inc and the board in order to move along road committee issues in his absence.

- LaTonya Jackson - Motions
- Ralph Pizzano - seconds
- unanimous

C. Gypsy Moth “Ad Hoc” Committee- Committee members are Bobbie Snyder (Chair), Louise DiBernard, Joyce Miller, and Carlos Ballesteros. The policy and procedure remains tabled for 90 days as of 11-13-15

Board members will review policy and procedures for Gypsy Moth Committee and send to Secretary Billy Higgins by the 15th of January. Billy will have the policy and procedure finalized By January 19. At that time the board will review for final approval.

D. By-Law Review Committee – Tabled for 90 days as of 11-13-15

Board members should submit all suggestions to the By-Law Review Committee ASAP

Board member will have all suggestion into Muriel Geiersbach before next meeting.

E. Capital Improvement Budget – Set up workshop for 2017 budget

The board approved setting up a workshop on December 11, 2015

Motion to table for 90 Days

- Billy - Motions
- Stacy Koehler - Seconds
- unanimous

F. Responsibility Workshop – Set up workshop to go over the board responsibilities, chair roles and responsibilities association's employees' responsibilities, Ect.

The Board will meet Tuesday January 19, 2016 at 7PM EST

VI. New Business

A. Pool

Make a motion to have Tricia call electrician to get estimate on fixing pool wire (wrong gauge)

- LaTonya Jackson - Motions
- Stacy Koehler – Seconds
- unanimous

B. Pipes freezing in clubhouse (see administrator report)

Board currently has no resolution

VII. Open Floor

There was a 45 minute discussion about Gypsy Moths. Community members that were present pressed the board to take action based on the Gypsy moth committee findings (see Attached report)

Motion to create a \$35 special assessment for each property in THCA for 2016 Gypsy Moth Spraying.

- Muriel Geiersbach motions
- Joanne Heyer seconds
- 5 in favor (1 no vote Billy Higgins)

Bill Higgins, Secretary & Director, asked the board to extend the meeting 5 minutes to cover an additional item pertaining to the community's website online dues payments not working. This request was declined and he was granted the last minute to address the board.

It was explained to the board that our online dues payments were not working, Stacy Koehler pointed out it should be and was voted on by the board, Billy Higgins stated he checked all of 2015 meeting minutes and could find no such vote, Stacy Koehler and Timothy Duncan suggested it may have happened in 2014. Billy Higgins recommended that GoDaddy has something called online book keeping (*see attached document*) that would allow our website hosted on GoDaddy to accept credit debit and ACH payments. Timothy Duncan Suggested that this may be something our bank PNC already supports but was not sure. Shouts rang out to close the meeting...

VIII. Closing Adjournment

Motion to close the meeting at 10:09PM

- Stacy Koehler – Motions
- Ralph Pizzano – Seconds
- Unanimous

Minutes taken by Billy Higgins, Secretary & Director.

