

BOARD OF DIRECTORS MEETING

Meeting of the Board of Directors is held on **Friday, May 13, 2016** at the Timber Hill Community Association Building at 8pm.

I. Quorum Count

A Timber Hill Community Association meeting of the Board of Directors was held on Friday, May 13, 2016 at 8:00 P.M.

The following **Officers** were present:

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

The following **Directors** were present:

1. Billy Higgins
2. Muriel Geiersbach
3. LaTonya Jackson
5. Joanne Heyer

The following **property owners** were present: 2

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

II. Minutes

The vote to accept Stacy's resignation should be moved to directly before LaTonya left for the evening as this vote was moved up to take place so that she could participate.

Motion to accept April's revised minutes

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

III. Report of Officers

Timothy Duncan, President - (See Attached)

Latonya Jackson, Vice President - We have a badge checker and still working on a lifeguard.

Anthony Mack, Treasurer (See Attached)

Billy Higgins, Secretary - no report

IIIA. Report of Administration, Tricia Nelson - (See Attached)

Read by Timothy Duncan

IV. Report of Committee Chairman

Rose Aumick, Community Events Committee - No report

Vacant Chairperson, Road Committee - No report

Vacant Chairperson, Pool Committee - No report

Vacant Chairperson, Hearing Committee - No report

We do not have a chairperson, but Sheila and Lane are on the Committee.

Vacant Chairperson, CAPP Committee - (See Attached Report)

Vacant Chairperson, Crime Watch Committee - no report

No active members, everyone needs to keep their eyes open and Contact the State Police if necessary.

Muriel Geiersbach, By-Law Review Committee – No report

Bobbi Snyder, Gypsy Moth “AD HOC” Committee - (See Attached Report)

V. Unfinished Business

A. Written Policy for performance review

Motion to approve written policy for a performance review

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

(See signed and dated attached document)

B. Capital Improvement Budget

Capital Improvement Budget workshop for 2017 budget will have an August date, to be determined in July

C. Alpine Bridge – Tabled until we hear back from the Title Company

Alpine Bridge – Lawyer received title company report but wants to speak directly with them for further clarification before submitting us a letter

D. Decision on CAPP Committee Report, Complaint ID #58

CAPP Committee Report, Complaint ID #58 unsettled late fee dispute from 2007 – lawyer has advised the statute of limitations is 4 years. The fees specified in CAPP Committee Report, Complaint ID #58 should not have been assed when a dispute was outstanding.

Motion to adjust billing error for any unsettled late fees specified in CAPP Committee Complaint ID #58 bringing late fee balance owed to zero.

- ❖ Joanne Heyer- Motions
- ❖ Billy Higgins - Seconds
- ❖ 4 Yes, 1 No - Muriel Geiersbach

VI. New Business

A. Pot Hole Quote-CW Price & L. Marki

President will ask Marki if his quote includes filling potholes on unpaved roads with gravel

Motion to accept the Marki quote dated 5/7/2016 in the amount of \$6,000 for pothole repair.

- ❖ Billy Higgins- Motions
- ❖ Joanne Heyer - Seconds
- ❖ Unanimous

B. VLD Electric – 70/hour plus materials – for pool issues needed to be fixed

President will negotiate VLD contract

Motion to accept the VLD Electric’s services with a spending cap of \$500

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

C. Tahoe/Sugarbush quote from L. Marki –Road needs to be surveyed first

Motion to get an estimate for a survey in regard to the Tahoe/Sugarbush estimate from L Marki dated 5/7/2016 in the total amount of \$30,000

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

D. Bromley quote from L. Marki

Motion to accept the Bromley quote from L Marki dated 10/9/2014 in the amount of \$10,783 for pipe replacement.

- ❖ - Motions
- ❖ - Seconds
- ❖ 4 No – LaTonya Jackson, Joanne Heyer, Muriel Geiersbach, Billy Higgins

E. Speed Bump Quote from L. Marki –Speed bump quote is missing

F. Letter from property owner about late fee; 2016 holiday and office closure lead to an unusually high number of members being assessed late fees February 15, 2016 (a Monday) was a federal holiday and the 16th the associations office was closed

Motion to have the timber hill community association credit any late fees that were assessed to members for the year 2016 for dues postmarked on or before February 18, 2016.

- ❖ Joanne- Motions
- ❖ LaTonya - Seconds
- ❖ 2 Yes 2 No - Muriel Geiersbach, Billy Higgins

Motion to extend the meeting till 10:30

- ❖ LaTonya- Motions
- ❖ Muriel Geiersbach - Seconds
- ❖ Unanimous

Motion to call for a special meeting of the members to address the late fees referenced in the Friday, May 13, 2016 agenda New Business, section F.

- ❖ Billy Higgins- Motions
- ❖ LaTonya Jackson - Seconds
- ❖ Unanimous

G. Letter from property owner about burnt down house: Currently until the bank takes legal ownership of this property the burned shell will be continue to stand, the president will assign someone to draft a follow up letter to the concerned homeowner referenced in the Friday, May 13, 2016 agenda New Business, section G.

H. Letter from property owner about road concerns: The President will assign task to talking to concerned homeowner as disclosed the Friday, May 13, 2016 agenda New Business, section H.

I. Letter from property owner about collections: The President will assign task to talking to concerned homeowner as disclosed in the Friday, May 13, 2016 agenda New Business, section I.

J. Posting of lifeguarding position:

Motion to post open life guarding position on free social media and any community message boards

- ❖ Joanne Heyer- Motions
- ❖ Billy Higgins - Seconds
- ❖ Unanimous

K. Monthly meeting night and time

Motion to change monthly meeting night and time to 7PM on the second Wednesday of each month effective July 2016

- ❖ Billy Higgins- Motions
- ❖ Joanne Heyer - Seconds
- ❖ Unanimous

VII. Open Floor

VIII. Closing Adjournment

Motion to close the meeting at 10:30PM

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

Minutes taken by William Higgins