

**Timber Hill Community Association, Inc.**  
**Meeting of the Board of Directors**  
**August 14, 2015**

**I. Quorum Count**

A Timber Hill Community Association meeting of the Board of Directors was held on Friday, August 14, 2015 at 8 P.M.

The following **Officers** were present:

1. Barbara Canty, President
2. Vacant, Vice President
3. Dave Lovejoy, Treasurer
4. Vacant, Secretary

The following **Officers** were absent:

The following **Directors** were present:

1. LaTonya Jackson
2. Ralph Pizzano
3. Stacy Koehler

The following **Directors** were absent:

1. Michael Doyle –Excused
2. Muriel Geiersbach - Excused

The following **property owners** were present: 5

There being a quorum of 5 board members, the meeting was called to order at 8:16pm.

## II. Minutes

### Motion to accept the minutes from the Board Meetings dated July 10, 2015

- ❖ Barbara Canty – Motions
- ❖ LaTonya Jackson – Seconds
- ❖ Unanimous

## II. Report of Officers

### Barbara Canty, President

We have vacancies on the board: VP, Secretary, and Directors. (See New Business)

### Vacant – Vice President

### Vacant – Secretary

### Dave Lovejoy – Treasurer (See Attached)

**Note:** CD Renewal is under New Business

### July Report:

#### Interest:

Sweep Account	\$11.50
Capital Improvement	\$7.42
Money Market	\$0.03
Certificated of Deposit	\$3.13

### Total interest on all accounts for July- \$22.08

### Total expense for the month of July with transfers - \$11,276.33

Total expenses including all transfers from January – July: \$135,300.80

Community Dues as of 08/14/15: \$159,554.41

Reserve as of 08-14-15: \$18,490.00

Road Fee as of 08-14-15: \$47,413.65

Dues prior to 2015 as of 08-14-15: \$21,138.66

### Tricia Nelson - Administration Report- See attached

1. **PNC Bank** - Accept preferred checking and ACH debit in addition to our credit card processing. If it's possible to assess the payer the service charge, please set this up.

**Motion to change our business checking to preferred business checking and to accept ACH debit in addition to the credit card processing with assessing the payer the service charge**

- ❖ LaTonya Jackson – Motions
- ❖ Stacy Koehler – Seconds
- ❖ Unanimous

**2. Gypsy Moth – DCNR 2016 Gypsy Moth Suppression Program**

**Motion to pay \$50.00 application fee and submit application to Monroe County Planning Commission on behalf of the association**

- ❖ LaTonya Jackson – Motions
- ❖ Dave Lovejoy – Seconds
- ❖ Unanimous

**Note:** Mail out ballots to association for property sign-ups. Make sure ballot states that property owners will be assessed for the cost of the spraying, but Monroe County, who is subsidizing the program, is not guaranteeing if we are eligible and cannot determine the cost to the association. We are not sure how much the assessment is going to cost each property owner at this time. Ballots must be mailed ASAP.

**Motion to mail ballots to association members for property sign-ups for the 2016 Gypsy Moth Suppression program to be mailed ASAP**

- ❖ Dave Lovejoy – Motions
- ❖ Ralph Pizzano – Seconds
- ❖ Unanimous

**3. Annual Meeting – Announced**

**4. Alpine Mountain – They cannot close the road. Public safety issue.**

**IV. Report of Committee Chairman**

**Rose Aumick, Events Committee – See attached, See New Business**

**Leo Henneberger, Road Committee - See attached, See New Business**

**Vacant Chair, Hearing Committee- No Report**

We don't have a chairperson, but Sheila and Lane are on the committee.

**Vacant Chair, Pool Committee – See New Business**

**Linda Siano, CAPP Committee (See Report)**

Still waiting on Road Committee chairperson to address drainage complaints/culverts

**Vacant Chair, Crime Watch – See attached**

No active members

Everyone needs to just keep their eyes open. Contact the State police if necessary.

**V. Unfinished Business**

- A. Tricia Nelson’s Review** – See Attached, must add place on written office manager’s job description for President and employee to sign. Vote to approve said “benefits”

**Motion to approve said “benefits” on the office manager’s job description**

- ❖ Barbara Canty – Motions
- ❖ LaTonya Jackson – Seconds
- ❖ Unanimous

- B. Culvert Repairs – Tabled for 90 days** – Road Committee will look into this and report back to the board.

- C. Gypsy Moth Committee “Ad HOC” – Tabled for 90 days** – There are currently no volunteers for this committee. Must put out a call for volunteers before we can create a committee. Create an information sheet inviting/asking for volunteers to manage committee.

- D. New Attorney** – Young and Haros to hire

**Motion to hire new attorney, Young and Haros, LLC**

- ❖ Barbara Canty – Motions
- ❖ LaTonya Jackson – Seconds
- ❖ 4 Yes, 1 No – Ralph Pizzano

**VI. New Business**

- A. Property Owners’ request to join the board** – Letters of interest for directors’ positions

**Motion to accept Billy Higgins as a director on the board**

- ❖ Stacy Koehler – Motions
- ❖ LaTonya Jackson – Seconds
- ❖ 4 Yes, 1 No – Ralph Pizzano

**Motion to accept Joanne Heyer as a director on the board**

- ❖ Stacy Koehler – Motions
- ❖ Barbara Canty – Seconds
- ❖ 4 Yes, 1 No – Ralph Pizzano

**B. Road work in regards to USPS Letter – Vote to spend Capital Improvement monies/road fee monies for Haystack, Lower Snowmass, and Magic Mountain**

Haystack –Survey \$2,800, paving/Stoning \$21,693  
Lower Snowmass – Survey \$3,100, Paving/stoning \$80,000  
Magic Mountain – paving/stoning \$30,240.00

Total \$137,833.00

**Motion to spend Capital Improvement monies/road fee monies for Haystack, Lower Snowmass, and Magic Mountain for a total of \$137,833.00**

- ❖ Barbara Canty – Motions
- ❖ LaTonya Jackson – Seconds
- ❖ 4 Yes, 1 No –Ralph Pizzano

**Note:** A Budget must be created and sent out to association. Association has 30 days to appeal the spending of Capital Improvement money. If challenged by association, we can only spend what's in the Road account. No signing of contract can done until 30 days has passed.

**C. State Farm Umbrella Policy Renewal**

**Motion to renew the State Farm Umbrella Policy**

- ❖ Barbara Canty – Motions
- ❖ LaTonya Jackson –Seconds
- ❖ Unanimous

**D. CW Price quote:** Quote for Pot hole repairs with the contingency of negotiating contract to \$4,000.00 to comply with our budget

**Motion to pay CW Price for pothole repairs with the contingency of negotiating contract to \$4,000.00 to comply with our budget**

- ❖ Barbara Canty – Motions
- ❖ LaTonya Jackson – Seconds
- ❖ 3 Yes, 2 No –Ralph Pizzano & Stacy Koehler

- E. Caring Neighbors Account:** close the account and use the money for the Events Committee

**Motion to close the Caring Neighbors' account and use the money for the Events Committee**

- ❖ Dave Lovejoy – Motions
- ❖ Ralph Pizzano – Seconds
- ❖ Unanimous

- F. Resolutions –** We need to ask/pay attorney to help the board to make a resolution to name the properties/lots as all common properties of THCA. The attorney stated that this may save us money on property taxes.

**Motion to ask/pay attorney to help the board make a resolution to name the properties/lots as all common properties of THCA**

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

- G. CD Renewal:** Vote to use CD for Capital Improvement monies on roads, which is contingent upon approval of the association

**Motion to use the CD for Capital Improvement money on roads upon approval of the association**

- ❖ Barbara Canty – Motions
- ❖ LaTonya Jackson –Seconds
- ❖ 4 Yes, 1 No –Ralph Pizzano

- H. Pool –** Pool will close upon lifeguards last day of 8/23

**Motion to close the pool after the lifeguards' last day of 8/23/15**

- ❖ Stacy Koehler – Motions
- ❖ LaTonya Jackson – Seconds
- ❖ Unanimous

- I. Brace Committee:** Create a committee - **Tabled for 90 days**

- J. Presidents' position:** Barbara Canty is resigning as president and nominating Timothy Duncan to chair the president's position. His term is effective at the close of the today's (8/14/15) meeting. Barbara Canty announced that she will be exercising her right to vote as a director.

**Motion to name Timothy Duncan as President for THCA effective at the close of today meeting**

- ❖ Barbara Canty – Motions
- ❖ Stacy Koehler –Seconds
- ❖ 3 Yes, 2 No – Ralph Pizzano & LaTonya Jackson

**K. VP Position:** Barbara Canty will step into the VP position until the new election in October to help with the transition.

**Motion to name Barbara Canty as Vice President of THCA**

- ❖ Dave Lovejoy – Motions
- ❖ Stacy Koehler – Seconds
- ❖ Unanimous

**Motion to extend the meeting for an additional 15 minutes to allow for open floor**

- ❖ Barbara Canty –Motions
- ❖ Stacy Koehler – Seconds
- ❖ Unanimous

**VII. Open Floor**

**VIII. Closing Adjournment**

**Motion to close the meeting at 10:25 PM**

- ❖ LaTonya Jackson – Motions
- ❖ Barbara Canty – Seconds
- ❖ Unanimous

Minutes taken by Stacy Koehler, Director