

Timber Creek Home Owner's Association

PO Box 494 Sisters, OR 97759

BOARD MEETING MINUTES

September 14, 2024 10:00 A.M via Zoom

DIRECTORS ATTENDING:

Debbie Bucher	President
Matt Webb	Vice-President
Rich MacConnell	Secretary
John Warnke	Treasurer
Deb Black	Director-at-Large

OTHERS ATTENDING:

Barry Wetmore, Dennis and Mary Jane Regan,
Debi Wong, Kenny & Diane Morrell, Gloria Lutz,
Loren and Orasa Mehlbrech, Kathleen Semrad

BOARD ADMIN & REPORTS:

- Meeting called to order by the President at 10:04 a.m. A quorum was established.
- A motion was made (DB) and seconded (MW) to approve the Meeting Agenda
- A motion was made (JW) and seconded (DB), to approve Minutes from 6/15/24.
- President: Debbie thanked Rich MacConnell for staying on thru the end of his term, subject to modifications of his current duties as Secretary. His expertise is invaluable at this point in time. With Matt Webb joining the Board, he and Debbie will divide up primary duties of the Secretary with clarification of job descriptions of the new Board, by the first of the year. She welcomed Matt Webb aboard, who will be finishing out Rich Vice's term as Vice-President. Debbie opened discussion regarding the Quarterly Newsletter that had been done previously, as the template is difficult to work with. The decision was made to put on hold for the time being as most people prefer electronic communication which saves time and money. John will send an email at year's end regarding upcoming HOA Dues. Last year's snow plow contractor is working for the State, and we need to find another provider. **Debbie will check with Matt and Jack to see if one of them can begin checking into it and will be discussed at October's meeting.**
- Treasurer: John did a brief review of the Financial Report. The YTD 2024 cost of snow removal, was quite a bit higher than budgeted. There is a budgeted amount of \$6,135 in 2024 for "re-freshing" the Swales on E. Timber Pine Dr. Hoping it can still be done by the end year's end, without need to carry over to the 2025 budget. It's a major expense that hasn't been incurred. One of the \$25,000 Treasuries matured in July, and another bought for a 3 year period, yielding 3.75%. The current 2024 Street Fund

Balance is \$130,297. All 2024 homeowner assessments have been received except two. One is likely to be collected by early October.

- Vice-President: As a new member, Matt had nothing to report at this time but was grateful to be part of the Board and looking forward contributing his time.
- Secretary: Rich reported there have been two home sales since the last meeting and welcome letters sent out. All spreadsheets are in Dropbox and should be easily accessible for those taking over. **Debbie & Matt will meet with Rich for training.**
- Directors-at-Large: Deb Black had nothing new to report at this time.

COMMITTEE REPORTS:

- Compliance: Debbie and Matt will report an update at the next meeting.
- ARC: Debbie reported that Kenny Morrell has agreed to join the ARC. The new “Chair” of the committee is yet to be determined. Deb Black brought up the topic of the ARC modifying the Building Guidelines regarding the painting of front doors and that she liked Robert Gunn’s “proposed re-definition”. Deb will resend her email of Robert’s suggestion and her input regarding the proposal. John clarified that anyone can make suggestions for changes in the Building Guidelines, although usually is done through the ARC. But the Board can make those modifications and decisions without going to the residents for a vote. **Debbie Bucher will work with the ARC and Robert Gunn to bring a proposal to the table at the next meeting in October.** John also brought up the challenges of the \$100 deposit requirement for ARC projects. The higher amounts for major projects are understandable, but the \$100 deposits for small projects (which are never cashed) is cumbersome and time consuming. **A motion was made and approved to remove the \$100 deposit requirement from the ARC Application form.**
- Tree Working Group: There is a new dead tree on E. Timber Pine and because it is in a “Swale” across the paved walkway from a residence, the question was raised whether it is the HOA’s responsibility to take it down or the owners. **John is going to check on actual property plat/boundaries and report back at next month’s meeting.**
- Alley Paving Update: Debbie reported that Diane Morrell and Debi Wong will work together on this issue. The majority of the water problem is on the West end of the Alley. Debbie felt that feedback from all owners on the Alley was needed regarding a financial commitment. There was an initial estimate of approx. \$60,000 (or \$1,100 per household) but that number is probably higher now. There is approx. \$21,000 in Street Funds from the HOA that could be contributed. **Deb, Diane and Deb W. will meet and report back next month.**
- Swale reconditioning update: This project is on hold until the October meeting. **Debbie Bucher and John will get updated bids from contractors for a vote.**

CONTINUING BUSINESS:

- **Annual Picnic Update:** Debbie reported all is well and that we had more RSVP's than in years past. Weather is great, no smoke should be a great event.
- **Annual Homeowners Meeting & Voting Procedures for current election:** Clarification was made that most people are fine with voting via email and there is no need to mail out ballots. For those who print a ballot, they can be dropped off at Debbie Bucher's home at 933 E. Timber Pine Dr. **Rich said he would make that change on the ballot. Installation of new Board members will be held at the Annual Meeting 10/19/24.**

NEW BUSINESS:

- **Speed Humps on S. Timber Pine:** Debbie reported there are 5 or 6 residents on S. Timber Pine (private street), that are overly concerned about people speeding and endangering the children. K. Morrell brought up the same concern on Timber Creek although it is a public street. John reported when speed humps were installed on E. Timber Pine, it was done in conjunction with the City where humps were installed near the bridge. John believed the price was approx. \$1,200 per speed bump. **Matt offered to work with Debbie to get more information by the October meeting and could be entered into the 2025 budget.**
- **Proposed Future Meeting Schedule:** The Board agreed to meet via Zoom on 12/14/24 at 10:00 a.m. for year-end discussions and approval of the 2025 budget.

OWNERS FORUM:

- The only comment was made by Dennis Regan re: limb trimming with Four Bros. Tree service and that removal was not necessary.

MEETING ADJOURNED AT 11:04 A.M.

ANNUAL OWNERS MEETING:

- Rich MacConnell reported that only 2 ballot's had been received as of 9/14/24, therefore a quorum could not be established and the Annual Owners Meeting was extended to October 19, 2024 via zoom at 11:00 a.m.