



Board Members & Officers
Gerry Olson, President | 752-0210
Mary Frances Campana, Vice-President | 231-4510
John Nimmo, Secretary I 754-9857
John Shea, Treasurer | 754-6832
Marilyn Syverson I 908-1774
Steve Arena I 916-616-0712

Committee Chairs
Tom Genné I Landscape, Arch. & Paint | 752-1291
Betty Watkins, Insurance | 231-5550
Judy Maki, Neighborhood Contacts | 752-6587
Maintenance
Linda Spain, Book Club | 760-3017

THTA BOARD MEETING MINUTES- March 23, 2023 @ 4:30PM at the THTA Clubhouse

The Board of Directors Meeting for the Timberhill Townhouse Homeowners Association was called to order at 4:30 PM.

Board members and Officers present: Gerry Olson, Mary Frances Campana, John Nimmo, Marilyn Syverson, Steve Arena, John Shea

Owners present: Paul Mahr, Linda Nimmo, Robin Phillips, Linda Spain, Betty Watkins

ADDITIONS TO AGENDA: New Business: Corvallis Community Empowerment Grants Program
PREVIOUS MINUTES The minutes of February 21, 2023 were approved as distributed.

TREASURE'S REPORT: Treasurer John Shea reported that our transition to an independent bookkeeper is going well, and the on-line access allows him to keep better track of our finances. The new check scanner has arrived and will shortly be put to good use. Our painting contract has increased 37% for this year. There are implications for creating necessary painting reserve funds for the cycle beginning in 2030 if this increase stands. With recent, large expenditures our reserves are relatively low and will require a rebuilding effort.

COMMITTEE REPORTS

Association Parking: A parking permit was granted to #2838 for health reasons.

Insurance: Betty Watkins reported that copies of homeowner policies are due every year, and most have been received.

Maintenance: John Nimmo will contact our deck builder for recommendations to treat the pillars under the deck. The Association continues to seek 2 or 3 people to manage Association maintenance issues and monitor the roads for needed repair and upkeep. If this is something you can do, contact any Board member. Steve Arena noted a drainage problem near his driveway which needs to be addressed. A sump pump near #2950 needs to be watched.

Pool: John Nimmo reported that the requested downpayment required for scheduling the pool deck replacement has been paid. Currently the work would take place in mid-June, with hope for an earlier timeline. An estimated two weeks will be required for project completion.

Landscaping: John Nimmo reported that all ongoing projects have been completed and routine work is proceeding. Linda Spain volunteered to rewrite the form used to request cleaning of eaves by *Rainsweet* and pass it on to Mark, our landscape service.

Architectural: Nothing to report.

Painting: The painters have begun their work on the last units of this six-year cycle. Eight units, including four on 29th Street, the two clubhouses, and deck railing will be painted during the next few months. All those owning units being painted need advance notice. John Nimmo has typically done this.

Exterior Lighting: All is fine.

Neighborhood Contacts: All is calm, and one unit on Walnut is for sale.

Newsletter: The March Newsletter, written by Mary Frances, was distributed with the February minutes and is posted on the website (www.thta.org)

Social/Book Club: The Book Club continues to meet on the first Monday of each month at 3:00 pm in the THTA Clubhouse. Linda encouraged all to come. A social event was also discussed, especially as the weather warms and our new pool deck is complete.

Emergency Preparedness Update: Mary Frances noted that the city cannot provide all help and equipment that is needed if a major event occurs, so individuals need to be as prepared as possible. The main concern may be evacuation, as 29th St. & Walnut Blvd. are the only outlets for many, including several new housing developments off 29th.

OLD BUSINESS

Nominating Committee Report: John Nimmo, Chair, reported that there are three vacancies for the THTA Board and the committee has three candidates. Nominations have been opened to owners/residents, but none have been received.

Review of THTA Management Tasks: The Board began a step-by-step review of management tasks identified over the past few months. Concerns are who will be doing the task, and what systems and support are required.

1. **TAXES:** John Shea, Treasurer is doing the taxes this year. He will consult with a CPA to be sure we meet all requirements for an HOA.
2. **UNIT SALES PROCEDURES & DOCUMENTS:** Treasurer John Shea has contacted real estate agents to have them contact him when units are in the process of selling.
3. **TRACK HOA LIABILITY INSURANCE NEEDS:** Gerry Olson, President, will contact the THTA insurance agent for a review of our Association policy. We need to be sure that we are in compliance with HOA requirements for Oregon.
4. **FILE LEGAL DOCUMENTS:** Currently there is no secure place to file contracts and other legal documents for access over time. The treasurer keeps financial documents.

NEW BUSINESS

Use of info@thta.org for addressing questions and concerns: We will continue to use this address as constructed. Those responding need to "reply all" if answering, so all on the list know the question(s) have been addressed.

City of Corvallis Empowerment Grant Program: These grants are made to applicants who can demonstrate support through cash, in-kind donation, and volunteer hours. The aim is to help individuals and organizations work *together* to accomplish common goals that support the overall health, vitality and inclusivity of the place they call "home." Marilyn Syverson will work with Pam Went to see if a "park bench" for THTA would be fundable. Typical grants are for \$300-600, and the due date is April 15. Matching funds through donations will be explored.

The meeting adjourned at 5:35 pm