



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- April 18, 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 present: Mary Frances Campana, Steve Arena, John Nimmo, Gerry Olson

Owners present: John Shea, Tom Genne, Catherine Harrington, James Harrington, Linda Nimmo, Robin Phillips, Betty Watkins, Dan Quick

ADDITIONS TO AGENDA: Discussion of Moss removal– added to Landscape report.

PREVIOUS MINUTES (March 21, 2023): Approved as distributed.

TREASURE’S REPORT: John Shea reported that our taxes have been paid and he will consult with a tax accountant in the near future to be sure all is in order. Other items are as budgeted.

COMMITTEE REPORTS

Association Parking: No issues.

Insurance: Betty Watkins has just one outstanding policy for a unit that is for sale.

Maintenance: John Nimmo checked with a pest control company concerning our Boxelder Beatle problem at the Clubhouse. Control measures would cost from \$400-500 per year following an initial visit of \$250. The Board will consider this step at a future meeting. Steve Arena moved that up to \$500 be approved to assess electrical issues in both clubhouses. The motion was seconded and passed. John also followed up on issues relating to deck construction. Rails remain to be painted this summer. Also, our builder recommended we consult with Stability Engineering to have the support structure assessed. This step will be discussed at a future meeting.

Pool: The best estimate for pool deck replacement is June.

Landscaping: Tom Genne noted that landscape work has been difficult because of weather issues. Mowing has been difficult, and plants are a month late in growth. The Landscape Committee has secured a new arborist from Forest Grove. They will be on site next week to assess trees that may need attention now or in the future. See the announcement below concerning moss on roofs.

Architectural: A new fence has been approved on the Walnut side. It is up but will need several months to dry before it can be stained to match the color of our buildings.

Painting: Weather has delayed the painting process, but will be completed this summer, including the clubhouses.

Exterior Lighting: No issues to report.

Neighborhood Contacts: No issues to report.

Newsletter: The April issue will be prepared and published soon after today's meeting.

Social/Book Club: No report.

Emergency Preparedness Update: A committee of three – Mary Frances Campana, Robin Phillips, and Dan Quick – have prepared a report outlining their proposed "THTA Plan" for Emergency Preparedness. This report is attached to the April 2023 Minutes. The Board gave general approval for this committee to proceed with their plans and to hold a general information meeting in the future.

OLD BUSINESS

THTA Archives Report: Mary Frances Campana has been working diligently to review all existing historical documents and formulate a plan for future storage of files required by law to be kept for varying lengths of time. John Shea will devise a Google-based Index Terms File for efficient storage and retrieval of paper and electronic documents. Mary Frances noted that HOA record keeping is one function that a management company could provide. She plans to complete her part of this project by December 2023.

NEW BUSINESS

Report of THTA Insurance Policy: Gerry Olson met with State Farm agent Monica Baez to review our Association insurance. Questions to be addressed include: adequacy of our liability coverage (\$1M for Board members, \$2M Business Liability,) adequacy of buildings coverage at \$356,200; and identifying who/what is covered (pool volunteers, other volunteers, personal property, etc.) Monica will visit the property in April, as she did not write the original policy and it may need updating. Recommendations will be reported to the Board at the May meeting.

The Board meeting was adjourned at 5:45 pm

ANNOUNCEMENT: **Moss on Roofs:** Some THTA units may have a major problem with moss growth, partly due to weather conditions this spring. Our Landscape Committee has arranged for *Home Grown Gardens*, a local business located on South 3rd Street, to do a no-cost assessment of moss removal from single story units with significant growth. (No 2-story units will be assessed.) **Homeowners are responsible for the cost of removal.**

If you have a major issue with moss, and would like to have *Home Grown Gardens* do a free estimate of removal costs, **please send an e-mail message to geraldine.olson.2019@outlook.com or contact Tom Genne at tgenne@msn.com or 541-752-1291 by Monday, May 8.** We will then get back to you with more specific information. This offer is made as a service to homeowners. Individuals with moss problems may always seek alternate sources for moss removal.