



Board Members & Officers

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

Committee Chairs

Tom Genné | 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- May 16, 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/Officers present: Mary Frances Campana, Steve Arena, Marilyn Syverson, Gerry Olson, John Shea **Owners present:** Tom Genne, Perky Genne, Robin Phillips, Betty Watkins,

ADDITIONS TO AGENDA: Archives update, Mary Frances Campana

PREVIOUS MINUTES (April 18, 2023): Approved as distributed.

TREASURE'S REPORT: John Shea presented the financial report through April 2023. He noted that four owners are not paying the current dues rate of \$280, and one owner's payments are more than one month late. Of note is the site maintenance reserves need replenishing, following expenditures on several major items (clubhouse deck & roofing, & pool deck). John also reported that Gary Hertel has agreed to be back-up for John on a number of treasurer-related tasks. Thanks, Gary. Your commitment is appreciated.

COMMITTEE REPORTS

Association Parking: No issues.

Insurance: While there are no major problems currently, Betty Watkins keeps track of policy cancellations and renewals, and works with new owners. Thus, her work is ongoing.

Maintenance: A chair of Maintenance is needed for the Association.

Pool: John Shea has received estimates to fix our 7-year-old pool heater. The estimated cost of repair is about \$3,000, and the cost of a new heater about \$5,000. After discussion, Steve Arena moved that THTA replace the pool heater. The motion was seconded and approved. *(Note: Heater replacement will proceed soon, with a bid of \$4,840 and an expected life expectancy of 7 years.)* In a separate issue, the company replacing the cement pool deck does not fill the expansion joints. A source for this work will need to be located.

Landscaping: A consulting arborist was hired for \$1,000 to assess the stability of our trees. His report concluded that all trees are stable at present, but some pruning is needed. He also warned us to look out for the Ash Bore that seems to be moving this way.

Architectural: No new requests were made this month.

Painting: Painting on remaining units continues, with two more completed in the last month.

Exterior Lighting: No issues to report.

Neighborhood Contacts: No issues to report. The two units that were for sale have now been sold/going through the escrow process.

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

Social/Book Club: No report.

Emergency Preparedness Update: The E.P. Committee is planning a mid-June meeting for residents and owners. The meeting will be repeated several times in June to allow everyone the opportunity to attend. Notifications will be sent by mail and online.

OLD BUSINESS

THTA Archives Report: Mary Frances Campana continues to work diligently to review all existing historical documents. Progress has been slowed because of weather related issues but will proceed as planned.

Moss removal update: Tom Genne received 5-6 requests for estimated costs to remove roof moss, and noted that about 10 more may need this service. He has been in touch with owners and will arrange for estimates to be done by *Home Grown Gardens*. There is also moss on walkways and mailboxes. Dry weather may help, but aggressive measures may be necessary.

Grant Request for Park Bench: THTA's request for support of a new park bench on common property was not funded. Sincere thanks to Pam Went and Marilyn Syverson for their efforts in this submission. It was a great proposal. We can most likely try again next year.

NEW BUSINESS

THTA Liability Policy: Board members discussed the possibility of increasing Board member liability coverage. More research will be done, and action taken at a future meeting. On a related issue, the coverage of THTA Volunteers, especially pool volunteers, was discussed. Our insurance agent reported that all volunteers working at the direction of the Board would be covered. A more definitive statement, in writing, was requested. G. Olson will contact the agent for this action. Robin Phillips noted that clear, written directions for volunteers are important as a way to ensure safety and respond to concerns.

HOA Management Service Needs: Discussion focused on document storage. Almost all documents can be stored electronically, but we may need a fireproof, locked box for a few such as deeds. Work to store and access to documents was discussed, perhaps using a Google cloud account. The capacity needed for materials will be determined as the Archives efforts culminate, but personnel to handle the day-to-day tasks now and in the future will need to be identified.

The Board meeting was adjourned at 5:30 pm

Future Agenda Items: Act on revised *Swimming Pool Regulations*.
Act on Level of Liability Insurance for Board Members
Clubhouses: Support Structure & electrical checks
Solar Panels: Regulations for use by THTA Owners

ANNOUNCEMENTS: THTA Clubhouse Windows will be washed the morning of Wed. June 7.
Work to replace the Pool Deck will begin on May 25th.
Beware Porch Pirates. They are operating in the THTA Community.