

Timberwood Mountain Estates Property Owners Association, Inc. (TMEPOAI)

1 Timberwood Drive

Marble, NC 28905

Board of Directors Meeting Minutes

January 18, 2014; 10:00 am

Meeting called to order at 10:10am

In attendance: John Leder, Andy Rancourt, Margaret Rancourt, Sarah Mills, Jerry Wiggins, Lew Houser
via phone: David Crown, Lisa Lietz

Treasurer's report - Jerry Wiggins (transition to Lisa is underway)

Provided his final report

- Reason for higher surplus in 2013 is because 1) a check to Wilson Well did not clear until January and 2) a big expense we projected was the paving contract with Crisp Paving for \$5700 which they were unable to complete cold weather arrived.
- Two lots sold –
 - Lot 12 across from Jerry on Hawkeye to James Ricker. No other info is available. We were paid in full for the lot for 2014 from the closing. Jerry will call the attorney to get Margaret contact information.
 - Lot 56 was foreclosed on by Wells Fargo; sold on courthouse steps in December; bank bought the lot. By law we cannot collect the back fees. We do hope that Wells Fargo will come through like they did last time. Title should transfer on 1/31. Wells Fargo will owe 11/12ths of 2014 fees.
- Jerry requested temporary status with the corporation other than owner so he can file the tax return; he's still a signatory; nomination to have him be authorized; John motioned, Lew seconded; 90 day time period; unanimously carried.
- Jerry passed a folder of correspondence to Margaret he said could be mostly thrown away.
- Jerry presented paperwork necessary to update signatories for the bank accounts. John signed them and Margaret will forward to Lisa. Once submitted Jerry won't have signatory powers anymore so we need to wait until Lisa has taken over everything from Jerry. *Addendum – Forwarded to David Crown first; then form should go to Lisa.*
- Jerry gave Margaret forms to change the address on statements from Jerry to Lisa. Jerry will give the mailbox key to Lisa but both John & Andy said either of them could take the key because they are up here often.
- Jerry gave Margaret the last of 2013 payment info and the 2014 list of who has paid. David had already forwarded an updated s/s.
- Jerry completed the business corporation annual report for NC Secretary of State. David will sign. Deadline is 4/15.
- Andy thanked Jerry for coming to the meeting and handling the transition over the next 90 days.
- Margaret motioned the Board accept the Treasurer's reports as read; John seconded; unanimously accepted.
- Balance as of today \$21,759.26

Old Business

Update on status of Liens filed as of 10/2013:

- Total 7 Liens filed July, 2013, for a total of \$6,200 (Updated info provided by Jerry; Margaret will update list and distribute)

David reported on 2013 budget vs. actuals

Road Repair & Maintenance

- Crisp Paving did not complete the repairs (\$5700 that will carryover) They're under contract to do the work

- Next area of focus is the area below Dafoe's; ballpark estimate is \$35k;
- John expressed concern that the area above Dafoe's is also a problem area; portion has caved in. That part of the road is covered under the Crisp contract for \$5700 per David
- We're seeing a lot of rock splitting away and do we want to have Rob start clearing it up? After discussion Andy & John agreed to cover. We will not engage Rob for this.

Well Upgrades

- All wells are updated now except for well #4 that is out on Hawkeye. We don't have a key and there are no houses on that well yet.

Security / Gate / Cameras

Discussed Gate Closure, Process, Security Codes, Phone for Mr. Day and other security topics.

If any property owner would like more information please contact one of the Board members.

New code is in effect and was communicated to all property owners. This new code is for the keypad only; remotes and Homelink still work.

John has established multiple codes for various reasons.

With new codes in effect, David has already gotten 4 phone calls for the new code. Should we do a mailing & an email to remind people that the code has changed? Yes and Margaret will draft.

Removed the Timberwood sign off the gate. Motion to replace the sign and Lew volunteered to get the new sign. One is for \$80 or better one is for \$66.84. Approved Lew to have the new sign made.

Margaret will buy a Tracfone for Mr. Day and will set up a GoogleVoice number for it then provide the number to Lew for the sign. *Addendum – I have the phone. I will not activate it until we give it to Mr. Day, as the clock starts on the minutes when the phone is activated. I also will not get a GoogleVoice number as it requires a gmail account. I cannot get the phone number for the Tracfone until it's activated.*

We need a script for Mr. Day as well as provide him with a list of property owners as a reference for him. David sent a starter list out for feedback. John provided feedback.

WIFI for the mountain - John is still researching options. Lisa & Margaret commented that WIFI should be long term, not short-term. Top priority is closing the gate.

New Business

Gate Lights

- Lights at the gate are not fully working anymore; need to replace with brighter lights. Need something more commercial grade. LED will cost less & increase brightness. John motioned, Andy seconded, to replace lights. This was unanimously approved. Lisa offered to research lights but David said the person who bought Heins' house has a lighting company. Add to next agenda. *Addendum – David has spoken to Randy Smith about recommendations for the lights.*

New Sign for Entrance - discussed (Lew action item)

Schedule for Invoicing & Budget Preparation (agenda item raised at Oct BoD meeting)

- Invoices go out in October, due 1/1. Timing concern around holidays. John motioned, Lew seconded to table for annual meeting agenda. It was unanimously approved.

Update on Lot 26 (Smiths) - Construction is on hold.

Margaret raised the issue of trimming trees by the A-frame that are encroaching on the road. Margaret motioned and Lew seconded that Andy be authorized to trim the trees; unanimously carried.

Getting everything in place to close the gate is priority 1.

Next meeting is 4/26 at 10am hosted by John & Sarah.

Margaret made a motion to adjourn. Lew seconded; unanimously carried. Meeting adjourned at noon.

Addendum – Lew has a new email. It's lewhouser@windstream.net.