

Timberwood Mountain Estates Property Owners Association, Inc. (TMEPOAI)
1 Timberwood Drive
Marble, NC 28905
Board of Directors Meeting Agenda-Minutes
April 26, 2014; 10:00 am

In person attendance

John Leder, Lisa Lietz, Andy Rancourt, David Crown, Lew Houser, Sarah Mills, Margaret Rancourt

Non-board attendees: Jim and Sandy Dafoe

Call Meeting to order

At 10:23 John's house

Treasurer's report

- 2014 budget status
 - Reviewed Lisa's reports. # paying lots w/homes is 19, not 20. Adjusted expected income accordingly.
 - Received a service charge from the bank that Lisa is researching.
 - Received several checks since last tally; approximately \$3200 so Lisa will reduce outstanding fees s/s and send updated Lot Owner report.
 - David moved that we accept the report. John seconded. Unanimously approved.

Old Business

- Liens to be filed as of 04/2014
 - Confirm status of Lot 56 and Wells Fargo
 - Squared away. Need to release the lien.
 - ** AI - Margaret - reply to Jennifer at Wells Fargo. Addendum - Done Margaret will get help from David Crown to be the "feet on the ground" in town to help file paperwork to release the lien.
 - Discussion of liens against partial payments
 - If partial payment made, do not lien.
 - Lot 49 – continue to file liens even though he said he'll never pay.
 - ** AI - Margaret - Look at tax records to see who actually owns the property. Addendum - Done & sent out to Board.
 - This list will be updated & redistributed by Lisa.

Lot No.	Owner	Balance Due
2	Johnny P. Cao	525.00
6	Mario & Judy Martinez	525.00
7	Mario & Judy Martinez	500.00
11	Carmen & Jerry William Wiggins	200.00
15	Lloyd Travers & Sherry Cardillo	1,750.00
19	Lloyd & Sherry Travers	1,650.00
20	Eddie & Rebecca Oliphant	1,650.00
36	Michael J. Ovdiyenko	500.00
43	Timberwood Development Corp	500.00
44	Timberwood Development Corp	500.00
49	Nelson Fernandez	2,200.00
55	Timberwood Development Corp	500.00
57	Timberwood Development Corp	500.00

- David motioned that Sharon Crown be confirmed as agent of the board to carry out Board activity. Seconded by Margaret. Unanimously accepted.

- Road Repair & Maintenance
 - Crisp Paving did not complete the repairs (\$5700 that carried over from last year). They're under contract to do the work. When will they do the work? Who will talk to them?
 - David updated us. He talked to them on 4/17. Crisp told David he would get to it "soon". Asphalt plant started up, stopped & then started again. Includes 4 areas on Timberwood Dr.
 - Culvert separation on Hawkeye
 - David talked to Danny Truett on April 18th. Danny will try to get over here this week or next. \$900 estimate. Danny will also move big rocks off Springbranch.
- Security / Gate / Cameras
 - New sign installed
 - Mr. Day given phone and instructions
 - Mr. Day has received several calls and has verified and let them in or denied access. So it's working. David offered to give Mr. Day another tutoring session.
 - Lew said sign only cost \$39 instead of the \$60 that was approved. Good news!
 - Further discussion on video surveillance occurred. Action items noted by the person responsible for them.
- Gate Lights
 - Lights at the gate need to be replaced. David spoke to Randy Smith about recommendations for the lights.
 - Update: Vinnie Occhiogrosso refurbished the existing lights (cleaned, painted, new efficient bulbs). Thank you, Vinnie!
- Construction
 - Lot 26 (Smith) – Found a new contractor. Smiths need to pay \$1,000 road impact fee before proceeding.

New Business

- Andy brought up the renewal for the web site. It would be \$255 for 3 years. Lisa felt she could get us a better rate so she's going to follow up on that and let Andy know. ** AI - Lisa
- Publishing names of owners who are delinquent in payments
 - Margaret asked if we want to start doing that. Discussion of how often and if there's an amount due that would trigger being on the report. We said anyone who owes money except those who are making good faith efforts to pay will be listed. Start sending out the list once we have filed liens. Lew moved; Andy seconded. Unanimously accepted.
- For those who have water storage systems: add overflow to the outside.
 - ** AI – John will update systems drawings for publication and provide by the next meeting.
 - On 2 occasions, the float has failed and overflowed the tanks. **AI - Andy will post it to the web site.
 - The Knutsons will be adding a water storage system soon.
- Grading on ALL unpaved roads
 - Discussed. We're evaluating this.
- Tree removal along roads
 - Took down a couple of trees along Hawkeye (John & Rob).
 - Took down one below Dafoes'.
 - Discussion that Rob's crew is cutting too close on the banking in some cases. The ground is being exposed, increasing risk of erosion.
 - Rob came thru with long arm mower. This will be done every other year.
 - Rob will be back in May. He will change the filters in the wells at that time.
 - Discussed culverts. Andy asked if Rob was maintaining those. David said yes. John discussed tackling building out the culverts a couple per year so water doesn't erode the road. Build out concrete boxes with a grate on top. Ballpark is \$1900 per culvert. Will be on agenda for next meeting. ** AI – David will get an estimate for culverts.
- Lot 12 any news?
 - Discussed under old business
- Security discussed under old business
- New sign installed - Discussed under old business

- Job descriptions for each position
 - President
 - Jack of all trades
 - Vice President
 - Backup for President
 - Treasurer
 - Collect and record dues
 - Financials
 - Secretary
 - Minutes of meetings / agenda
 - General Communications
 - Liens (filing & releasing)
 - Committees
 - Gate
 - Road
 - Water
- Rentals
 - Nothing in covenants preventing it. Any concerns?
 - Discussion – ** AI - Andy & Margaret will research language in other covenants to see if we are going to put it on the docket for October annual meeting.
- Next meeting
 - Tentative 7/19; alternate 7/26. To be hosted by Lisa
 - Annual meeting 10/18 (**AI – Margaret will book Blue Ridge meeting room)
- Meeting adjourned
 - Margaret motioned. David seconded. At 11:50.
 - Reopened meeting – TDC status. Assess late fees & filing liens? Because they are making partial payments, no late fees & no liens.
 - Sign out at Arrowood – in bad shape. Discussion about replacing it and replacing the one at the gate. David has gotten an estimate for each sign of \$550 to replace. More research to be done on it so a Sign committee was formed – Lou & David. John will send Lou the dimensions. Review at next meeting. Readjourned at 12:07. Motioned by Margaret, seconded by John. Unanimously approved.
- Agenda items for next meeting
 - Spraying roads and grading
 - Discuss road impact fee. Time for an increase?