

**TIMBERLINE COVE
BOARD OF DIRECTORS MEETING
DECEMBER 8, 2009**

MINUTES

1. **Call to Order.** The meeting was called to order at 5:05 p.m.
2. **Attendance and Quorum.**
 - A. Board members in attendance either in person or via conference call were George Hart, Duane Abbott, Robert Levin, Jerry Frazee, and Mark Hull.

A quorum was established.
 - B. Representing Mountain Managers were Phil Wells, Susan Witkowski, and Judy Freese (via conference call).
3. **Approval of 9/3/09 Board Meeting Minutes.** A motion was made, seconded, and passed to approve the minutes as written.
4. **Repair and Maintenance Report.** The report contained 4 items covering the period of 9/09 through 10/09. Included were legal services through 8/31/09, installation of cedar fencing, reimbursement to Duane Abbott for purchase of a bell cart, and blowing out the irrigation system for the winter.
5. **Financials.**
 - A. October financials were reviewed. Phil noted that dues for the month were \$1,647 more than budgeted and \$8,067 ahead of budget for the year. This seems odd since there are substantial delinquencies. It was noted that Julie's unit sold (3 months reserves gained) and that Mark had sold a couple of shares in his unit. Phil will check on the exact amounts collected/reflected on the financials. Delinquencies still total \$10,565 (includes other owned amounts besides dues).

Expenses were looked at. Under budget items included utilities (\$8,064), repair and maintenance (\$3061), gas (\$5337), plumbing and heating (\$1,666), and elevator (\$1130). Over budget items included security system (\$1351), and grounds (\$1768). The amount spent for grounds may include the fence. The bottom line is affected by the insurance claim/reimbursement but the HOA is under budget year-to-date.

George noted that year to date expenses were about \$106,459 without the insurance claim with monthly expenses averaging \$11,490. The actual cost to operate the HOA is approximately \$129,000 per year. The 2010 budget allows for \$149,126 which should be more than adequate barring any unforeseen circumstances.

Phil was asked if the insurance premium had gone up substantially due to the claim. It went up 4% which was the same as all other Associations. Phil stated that the claim may not have been counted as a big loss.

Delinquencies were discussed. Unit 102 and Ed Chang account for the bulk of the monies owed. Duane spoke to Ed in October and he was supposed to be sending part of what the settlement amount was. George had received a letter from Ed in September with the settlement amount (he's checking his records for what was agreed upon and will scan a copy to the rest of the Board and Mountain Managers).

A letter will be sent to Ed with a breakdown of what's owed pending receipt of a copy of the settlement amounts.

George stated that per negotiations with the Board, Ed still owes \$4,500. The bicycle hooks were not negotiated and are in addition to the \$4,500 owed (\$2,012.07 is the 50% agreed upon previously).

Phil will check and make sure that Mountain Meadows paid their ½ of the sidewalk repair costs.

The balance in the checking account was \$31,318.81 and the money market account balance was \$33,252.72.

- B. 2010 Budget (reviewed at a previous meeting): Robert noted that fire/security may need to be increased. Phil stated that an additional line had to be added last year which would account for the amount spent. This will be left as budgeted (actuals plus 3%). Trash is based on actuals plus 10% and should be OK. Grounds are budgeted at \$3072 (Board decision). Supplies are budgeted at \$3048. \$4413 was spent last year but included locks which are no longer being stocked. It is hoped that continued savings will be seen in gas expense (budgeted at \$16505).

Total income is projected at \$158,904 and expenses at \$149,126 leaving a cash flow of \$9778. With \$9000 allocated for reserves, the annual net will be \$778.

A motion was made, seconded, and passed to approve the budget. Figures will be reviewed quarterly and reallocated if necessary.

6. **Old Business.**

- A. Unit 306 has been experiencing problems with water dripping onto the deck railing. There are no gutters on that side of the building. Mountain Managers was asked to obtain an estimate for gutters (spring project).
- B. Garage door openers were discussed. The Board does not accept Ed Chang's premise. Whether openers are mounted in a vehicle or moved around does not appear to make a difference and does not solve the problem. Some openers work and some don't regardless of where they are kept. Jerry stated he only has one opener that still works – all have been moved around. Whether or not to ask Ed to pay for a printer was discussed. Robert would rather have money to put towards a better system. Different systems were looked at previously. Robert thought there was an inexpensive one; George thought it is in excess of \$2,000. George noted

that he has one new transponder that is working fine and wondered if the previous ones were a bad batch or there was just a bad code. Susan stated that the new transponders she has been giving out all seem to be working well, however, she is almost out. There is no limit on the number that can be ordered. The cost of the transponders is \$30 to owners (\$HOA pays \$25). It was suggested that Ed be asked to pay for the transponders. Robert said he thought the printer was a waste of money. If the new transponders work that may be OK but if the problems still exist he doesn't want to continue with the present system.

George will be e-mailing Ed and if he doesn't respond with what we want the Board will consider consulting an attorney.

- C. The noise issue was also discussed. Ed is putting this off on CFC and it may be necessary to consult an attorney to get any resolution.
 - D. One of the hot tub covers seems to be ripped and steam is pouring out of the tub. One of the three sections of the cover has separated from the other two. A new cover is scheduled on the MCR for 2010. Phil will have someone check the cover as soon as possible. If a new one is necessary it won't be put off until 2010.
 - E. Labor charged for the fence was discussed. Labor was charged until 1:15 p.m. when the workers left at 12:30. The contractor stated it was standard and customary to charge for travel time, taking materials to the dump, etc. Phil noted that the contractor needs to pay for the time employees are on the clock. Robert does not agree. The contractor quoted an hourly rate for work and not travel time. Phil said in his experience, the hourly rate can include travel time.
7. **New Business.** NONE
8. **The Next Board Meeting** will be on Monday, March 1, 2010, 4:00 p.m. at Mountain Managers.
9. **Adjournment.** There being no further business, the meeting was adjourned at 6:10 p.m.

Respectfully submitted:

Judy Freese, Recording Secretary

APPROVED:



2/17/10

George Hart, President

Date