



*Meadows at Timberhill
Homeowners Association
PO Box 805
Albany, OR 97321*

Minutes of Friday May 30, 2025 Board meeting

Meeting called to order at 7:06 p.m. PDT. **Present:** President Johnny Chen, Treasurer Maggie Wang, Secretary Ike Ghozeil, Sherrie Tate and Charlotte Fleming of Fleming Properties LLC (FPL), and owner Tamina Toray. Meeting was conducted via Zoom at this link (Note: several persons had difficulty logging into the meeting):

<https://us06web.zoom.us/j/86198618983?pwd=GpQnM70nsJYhjULZsg5bHnMUXlli5O.1>

Open Forum: No discussion at this time

Housekeeping and Report Items:

1. Approved minutes from the Board meeting of April 24, 2025 – Ike
2. Treasurer's report - Maggie
 - a. Maggie stated that financial report looked good
 - b. Renewal of the \$50K CD with Umpqua Bank was discussed and approved – New term will start in late June and will be for 7 months at the rate of 3.5%
 - c. Treasurer's report was approved
3. Board action on signature authority at Umpqua Bank for HOA accounts with their associated last four digits as follows: Checking – 0139, Savings – 5770, Certificate of Deposit - 8246
 - a. Add new President Johnny Chen with signature authority on all accounts
 - b. Remove former President Robert Neary's signature authority from all accounts
4. Wildfire preparation and prevention
 - a. HOA will work with neighboring HOAs to form working group to address wildfire prevention – Bill Buckley and David Lehrman of Meadow Ridge HOA are leading the Timberhill effort – Sherrie will ask them to contact Johnny and Ike to coordinate with our HOA
 - b. Vegetation growing along the Required Fence was discussed – Johnny will provide pictures showing the conditions along the fence to help with future discussions
5. ARC requests – None at this time
6. Committee reports – None at this time
7. Report from Fleming Properties LLC (FPL)
 - a. Status of delinquent accounts
 - Three delinquent accounts are getting paid off and should be up to date in the next few months
 - b. Landscaping – Mowing and maintenance
 - Mowing will be done on alternate Tuesdays
 - Fifteen units are not watering their lawns and owners have been notified that they need to rectify this situation
 - Landscaper has determined that an irrigation audit is not needed
 - c. Roofing
 - Stutzman has not corrected the roof venting problems created by their reroofing – Some vents were covered by the roofing materials, and several attic vents were disconnected, with both issues causing a fire hazard
 - The contract also called for replacement of gutters and downspouts, which was not

- performed by Stutzman – Old material was put back in place
- Stutzman will be contacted again to fix these problems, and will be told the HOA is prepared to take legal action as necessary
- d. Gutters/eaves – Gutter cleaning is on hold until Stutzman installs new gutters and downspouts, per contract
- e. Painting status
 - Stom Contracting will resume work on June 9
 - A total of six buildings will be painted this year – One left over from last year, four as planned and budgeted for this year, and a sixth one ahead of schedule because it needs painting and funds are available for this unplanned work
 - Contractor will do required repairs before power washing of buildings and is limited to \$2,000 for repairs – Additional expenses must be pre-approved by Board
- f. Light fixtures
 - The correct remaining fixtures were received from Home Depot
 - Installation is scheduled for June 20, and tenants/owners will be notified
- g. Expected completion of financial review is August of this year
 - Maggie will determine amount or percentage of funds needed in future years to bring general reserves up to the desired value
- h. Reserve study proposal was approved – Study without site visit (Level3) was selected
- i. Status of Corporate Transparency Act (CTA)
 - Applies only to non-US-based companies – It is no longer an issue for HOA
- 8. Liability insurance – No item at this time
- 9. Other items
 - a. Vegetation removal along Required Fence was discussed as noted above
 - b. City is supposed to cut down vegetation along its side of the fence
- 10. General announcements and items for the record – None at this time

Discussion and Decision Items:

1. Stutzman will be asked again to correct the reroofing deficiencies – See action items
2. Next meeting will be on Thursday June 26, 2025 at 7:00 p.m. PDT via Zoom at this link: <https://us06web.zoom.us/j/86198618983?pwd=GpQnM70nsJYhjULZsg5bHnMUXli5O.1>

Action Items:

1. Johnny will provide Board with pictures of the vegetation along the Required Fence
2. Maggie will determine amount or percentage of funds needed in future years to bring general reserves up to the desired value
3. FPL will do the following:
 - a. Renew \$50K CD with Umpqua Bank
 - b. Coordinate with neighboring HOAs on wildfire prevention
 - c. Contact Stutzman again to correct the roof and attic venting problems created by their reroofing, and to perform the contracted replacement of gutters and downspouts, and inform them that HOA will pursue legal action if issues are not corrected

Date and time of next meeting: Thursday June 26, 2025 at 7:00 p.m. PDT via Zoom at this link: <https://us06web.zoom.us/j/86198618983?pwd=GpQnM70nsJYhjULZsg5bHnMUXli5O.1>

Adjournment was at 8:07 p.m. PDT
Respectfully submitted, Ike Ghozeil, Secretary