

TIMBERLAKE COMMUNITY CLUB, INC.
ANNUAL MEETING
AUGUST 11, 2019

Draft

The Meeting was called Order @ 1:05 p.m. followed by the Pledge of Allegiance.

The quorum was checked by the President with the Office Manager, the Quorum of at least 50 was confirmed. Sixty Lot Packets were given out to individuals and couples.

Introduction of current Board of Directors,

Tom Hanson President (outgoing), Dale Kagey Vice President, Christy Vaughn Treasurer, Stan Miller Secretary, Terry Hubbard Water/Maintenance Director, Ken Bassett Director at Large (outgoing) and Lynwood David Director at Large.

No applications were turned in for the two open Board positions, there will be another vote in early October to try and fill these positions.

Approval of August 12, 2018 Annual Meeting Minutes:

A Motion was made by Christy Vaughn, seconded by Terry Hubbard and passed with no nays as follows:

To approve the Minutes of August 12, 2018 Annual Meeting as written.

Security Policing – Guest Jason Dracolby, Mason County Sheriff’s Department

July 1, 2019 – August 8, 2019 the sheriff’s department worked 42 hours at Timberlake. These hours are overtime slots and are bid on by officers, senior officers have priority.

There were 9 traffic contacts, 7 resulting in tickets. Two 911 calls, 50 contacts for fireworks, suspended drivers, parking issues and park security.

A member asked if they still have an assigned officer to Region 3? It depends on the manpower, but we try and have one officer per region. There are four new officers going through training at this time. By February we are hoping to be fully staffed.

On a regular day how often is the Agate and Timberlake area patrolled? At this time, we are a responsive agency only. There are not enough staff to “patrol”. Once the new officers are here in February will you re-establish a patrolling routine? No.

Motion to set CERT Committee:

A Motion was made by Terry Hubbard, seconded by Christy Vaughn and passed with no nays as follows:

To re-establish the CERT Committee

Director Reports:

Board of Directors Report, Tom Hanson

We are so glad that you have made it to your Annual Meeting. This Report will give the Board’s overview of the last year, what’s happening, and a tentative forward look at for the upcoming year.

It’s been a busy and work filled last year. We’ve looked at a lot of issues and member’s questions. Here are some of the highlights that have come about from our work:

Our Timberlake Web Site has been managed now by our new Webmaster Amelia Smith since last October. We are pleased with her work. Our Web Site has the latest Articles of Incorporation, By-Laws, Covenants and Resolutions. Members can access the same information the Board uses, and which governs requirements for living in this Home Owners Association.

Upon review, last year’s budget has worked out as we had hoped. The amount of dollars coming in now is nearly equal that of going out in expenditures, really, close enough to say they match. For next year’s budget, Christy, our Treasurer, has dug into all of the budget categories and tightened them up even more than last year. This next year’s budget will be a lean one, without special construction projects or large capital purchases. It concentrates on maintaining Timberlake’s amenities and services as they were in last year’s budget. With help from the membership to understand the needs, the Board did not include any costs for Security in the base budget. Last year it included \$40,000 for Security, for which the whole membership paid for. As you saw in your ballot packages, the Membership was offered five different options that represents different funding levels, the big deal being that the Membership chooses the Security funding level, not the Board. We’ll see in a few minutes what the Membership decided for Security funding. Not including last year’s \$40,000 in this year’s budget allowed us to allocate that \$40,000 to cover the increased costs of us doing business. By the way, the top three increases in our new budget are items that we have little power to control, which are taxes, insurances and equipment leases, and yes, we do shop these items periodically.

Your Board of Directors has held Budget and Security Town Halls this last year. These gatherings are a great way for the Board to learn what the Membership wants and to hear about new ideas. These Town Halls have served us well.

The old fiscal year schedule of starting before the Annual Meeting date always caused us confusion and billing problems. We got with our accountants and figured out a way to move our fiscal year to now be after the Annual Meeting, that being October 1st. There will not be any more of those confusing little dues bills arriving in late summer any longer.

Craig, our in-house small engine maintenance expert, has now repaired and coaxed our large Kubota lawn mower through another year of use at minimal costs, and it seems to be stable for use for at least three to five years more. A year ago, we thought we might have to purchase a replacement unit.

Sadly, we've had Cathy Robertson, Maryanne Preece and Linda Miller resign from the Board this last year. We have missed them. Happily, we've enjoyed the addition of Lyn David, Dale Kagey and Stan Miller, as they have filled the open positions on the Board. Both Ken Bassett and I have reached the end of our terms on the Board, which is leaving two open board positions.

The County Commissioners Voted to Support Timberlake this last year. The adoption of language into Mason County Regulations that allowed Timberlake swimming buoys to remain at 75 feet from the shore was approved. Mason County Commissioners initially presented language that would have had us place our big lake swim buoys at 150 feet from the shoreline. Doing this would have severely curtailed motorized water sports on the big lake and may have adversely affected property values of the whole HOA. This positive change to the Mason County Regulations for buoy placement was due to the work of our Lake Safety & Use Committee. Brad Moore, chairperson and the committee gave the County Commissioners a well thought out presentation that helped the Commissioners adopt favorable regulation language. Brad and the Lake Safety & Use Committee have earned our many thanks for this work.

We now have power and lighting at the Island Park Shelter, located on the north end of the Big Lake. Members that rent this amenity will now have lights to see by and outlets for their crock pots.

The common outdoor areas of the MPC and interiors of the larger buildings have all be retrofitted with new LED lighting. This was supported by rebates offered by our electric utility, with the savings going back into our accounts.

Our new water pumps are functioning above expectations. They effortlessly match the needed pumping load without using unnecessary electricity, with large electricity savings over the old pumps. Outages have proved not a problem for the relatively 200kw generator powering the new pumps. This big generator now automatically starts and shuts itself down as the outages come and go. The membership now has reliable 24/7 drinking water no matter the weather or outage.

Currently at Timberlake, business is being taken care of. Lawns and summer maintenance work and projects are being done, The Activity Committee BBQ's and breakfasts are being cheerfully served. Timberlake's bills are being paid under watchful office policies and audit suggestions. Improved security cameras and a no-cash office policy are now in place and operational. The replacement water pump skid has been installed and is operational. As I mentioned earlier, it is working above expectations. The Maintenance Department now shines in keeping equipment in top operating order, saving us a lot in equipment repair costs. Working with a proven tree cutting vendor, your Maintenance Department rapidly responds to green belt dangerous tree reports. The near future brings to Timberlake a long-planned water main replacement project. A large asbestos/cement line in front of the MPC has reached the end of its life span and will be switched out next spring. We continue to look ahead at what the HOA might need now, one, five or ten years down the road. With the financial expertise our Office and Treasurer brings us, we will be watching and evaluating our budget as the year goes along to help shape the future year's budget.

As this report wraps up, your Timberlake Board of Directors asks a simple request from the membership. Please keep asking your questions and try to come to our Community Meetings. We will try to do our part in sending HOA information your way, but if there is anything that we can answer, we will do our best in getting our answers out to you. Give us a call or send us an email through the Timberlake Web Site Contacts Page, it all counts! We really do value your presence here, and your questions. When I started this gig as President of the Board, many said I didn't know what I was doing. Comes to turn out after these last couple of years, they still say the same thing. But I can say with confidence, the membership is well served by the members that make up your Board of Directors. They are a dedicated, hard working group of volunteers. Please consider running for the two open Board positions in the upcoming Board elections, to be held after October 1st. Running Timberlake is a contact sport that requires a hands-on approach. If you have concerns or ideas you'd like to see put into place, run for the Board or join a Committee. Remember, you can't score any points if you're not in the game!

Thank you for allowing me to serve as your President.

Sincerely,

Tom Hanson speaking for your Timberlake Board of Directors

Treasurer Report (attached), Christy Vaughn

A Member inquired about the charging of dues on multiple lots ~ the budget is based on all lots. If a member who owns more than one lot is only charged dues for one lot the income would be decreased, this in turn would have to be made up by charging all members more to cover expenses. The current way of charging is the only fair way to do it, this way the owners of a single lot are not subsidizing those that have multiple lots.

Anytime you have any questions or want to contact someone on the board please go to our website and look up the latest news and reports.

Water Department Report, Terry Hubbard

As previously reported by Tom in his report the new pump system is working great! This was proven when we had a house fire on Lakeshore Drive, the pumps ran without interruption. Previously the Water Manager would have to stand by the pump system and to switch it back on multiple times prior to the fire being extinguished.

The first mainline replacement will be done in front of the MPC where there is asbestos/cement lines. The bidding process will begin in January with the actual work being done March 2020, at a cost of approximately \$300,000.00. this cost has been covered by your bimonthly reserve payments.

The Water Board is working a long-term schedule for replacement of the other mainlines. The 4" lines will be done first these replacements will include hydrants. This will be a 15-year plan with 3 years between each project to rebuild funds.

Water testing is done every day for chlorine levels and monthly with the State.

General Maintenance & Common Properties, Terry Hubbard

- ✓ Our Maintenance Staff Marcus, Craig and Eric are working hard to maintain our community
- ✓ The fountains at the little lake were down, the lines had to be replaced which was no small feat.
- ✓ There were concerns about the "oil" on the little lake, this was tested by the State and confirmed to be iron.
- ✓ New signs will be put up at the little lake regarding motors. **NO MOTORS OF ANY KIND ALLOWED ON LAKE.**
- ✓ There was also a report of non-members sneaking into the lake through the canal, this is not possible, the canal ends prior to either Philips or Spencer Lakes.

Committee Reports:

Activity Committee, Cathy Hubbard

Activities so far this year have been the Easter Egg Hunt, the French Toast Breakfast and three BBQ's one in June, July and today. Each event had an average of 100 people attend. Thank you to our volunteers.

Upcoming Events:

- ✓ The school supply drive is currently going on now through August
- ✓ The Ice Cream Social is August 31st and also the day you can pick up any shirts that were ordered
- ✓ Halloween October 31st ~ this year we will have 12 tables available for folks who want to give out Treats to kids at the MPC
- ✓ There will also be a Halloween decorating contest, pick up a map and vote at the office.
- ✓ November 16th (tentative date) Chili Cook Off
- ✓ November and December ~ Food Drive
- ✓ Holiday decorating contest ~ pick up a map and vote at the office
- ✓ Santa @ the MPC December 14th. Weather permitting Santa may be in your neighborhood the 15th greeting people on the main streets of Timberlake

Our committee use to be made up of snowbirds and attendance dwindled in the winter, this year we have 15 – 20 members and we will meet throughout the year.

The committee would like to thank Sigrid Curry for the German Potato Salad she donated to the July BBQ and the sauerkraut she donated today. Also thank you to Sandy Mack who donated home made cookies in July and a fresh fruit salad today.

Rules Committee, MaryAnne Preece

The Rules Committee is made up of 8 people who meet twice a month.

This year we have accomplished the completion of the Timberlake Community Club Handbook. This is a summary of all the rules for our community. You can pick up a copy at the MPC.

We have also completed an Evacuation Plan in case of fire or emergencies. Anita Brumback completed the maps that are now posted in the reader boards at each park. A resolution/plan was established and can be picked up at the MPC. We have also purchased 18 signs that will lead to the exit closest to you.

The Rules Committee also developed the Charter for the CERT Committee. This is a 5-page proposal that was presented to the Board for approval. This committee will need at least 25 people, please call the office if you are interested in signing up. This committee will be available to help when needed due to emergencies, power outages, extreme heat and/or cold and will accommodate members at the MPC.

Lake Safety Committee, Brad Moore

The Lake Safety Committee is made up of myself and 3 members more volunteers are needed.

Brad thanked the Maintenance crew and Terry (for lending his boat) for help in placing the buoys.

The Lake Safety Committee was reestablished 3 years ago by Linda Bruder, once set up Brad took on the challenge as chair. The Committee reviewed the rules and agreed that some updating was needed, especially regarding safety. In April 2018 the new Resolution was approved with three main changes, safety in regard to human powered vessels, no guest boats which has reduced the lake traffic and protection of personal property/shorelines.

We are also asking members who have large blow up crafts to please bring them on to the shore so as not to inhibit the lane(s) between the buoys and the shoreline.

The County had made a new set of rules in regards to buoy placement setting them at 150' from the shoreline. Timberlake presented a petition which was not accepted. The Commissioner did however agree to meet with Timberlake representatives after they were given a written presentation. Due to the fact that Timberlake has safety rules, a safety committee and traffic limitations we were allowed to move our buoys back to the standard 75' from the shoreline.

Boat registrations in 2017 were at 39. This year we have 130, this new registration form requires boating safety cards and for the member to sign agreeing to inform their guests of the safety rules at Timberlake.

Any complaints about boating safety can be turned into the office, they in turn will forward these to me (Brad).

Thank you to members as all buoys have stayed in place this year, please do not move them.

Member inquired as to what happens if a non-registered boat is on the lake. The committee members will ask the boaters for their current registration and/or sticker. They can also be looked up on the registration list that is provided by the office.

Key responsibility ~ if given to a guest or other member you are violating the rules and risking the confidence given to us by the Mason County Commissioners.

If something happens on the weekend how does someone report? the office is closed? Brad stated he watches when he is home.

Brad also announced that he will be resigning at the end of the boating season.

Permitting, Tom Hanson

Permitting's main function is to assure property lines and set backs are correct. You can contact the office or go on line to get a permit application. Do Not Start any Project prior to getting an approved permit, the fine is double the permit fee.

Covenant Report, written by Angi ~ Read by Stan Miller

Covenants is very happy to report great progress this year, and good feedback from the Membership! There are 104 cases this year so far from January 1st through July 31st 2019. There are 26 cases still open. Majority of those open cases are property conditions, yard maintenance, and upkeep. It is hard sometimes keeping up with that tall grass and growing weeds. However, it is fire season and very important to try and keep maintained. There were 120 total covenant cases in 2018 between January and December. There are still 2 open cases that we are currently working on from 2018, and 3 cases that are on hold due to Legal issues. The rest of 2018 has been closed. We appreciate the understanding of the Membership as we work together to keep Timberlake beautiful and a great place to live!! Thank you again!!

Announce results of balloting:

243 Ballots were received, 23 were invalid resulting in 220 Valid votes.

| | | |
|---|-------------|--------------|
| July – September 2019 Transition General Budget | Yes 103 | No 41 |
| July – September 2019 Transition Water Budget | Yes 178 | No 41 |
| 2019-2020 General Budget | Yes 177 | No 42 |
| 2019-2020 Water Budget | Yes 162 | No 54 |
| Audit | Internal 68 | External 143 |

Board candidates: No Board Applications Received

Security Budget Option Results Option 1 \$-0- 84 votes ~ Option 2 \$40,000 59 Votes ~ Option 3 \$80,000 34 Votes ~ Option 4 \$100,000 15 votes ~ Option 5 \$160,000 26 votes

INTERMISSION: 5 Minutes

- ✓ Appreciation of Clay and Billie Long presented by Bill Bruder ~ Clay & Billie thank you for your years of volunteer work
- ✓ Recognition of Volunteers ~ Raccoon pins and bars were presented by Linda Bruder ~ 48 total were handed out
- ✓ Clay Long Volunteer of the Year Award presented by Diana Berry last year's winner ~ 2019 volunteer of the year BRAD MOORE ~ Thank you Brad for your volunteer work this past year.

FOR THE GOOD OF THE ORDER (Open Floor/Questions):

Division 3, Lot 137 ~ Lake Weed Control Status? Terry Hubbard reported that the lake survey was done in the early spring, at that time the bladder wort plant was not present. When they came in July to treat the bladder wort was discovered. The treatment company had added a Maintenance clause to the original permit so they will be able to treat without going through the entire permitting process once again.

Division 3, Lot 143 ~ Security Patrolling, we have not seen much of them on the main road (Agate Rd) ~ this will be brought to the attention of the Sheriff on duty.

Division 2, Lot 13 ~ Do we have security now? Yes, it is funded through the end of September, October the service will end.

Division 3, Lot 004 ~ When we first started adding security to our budget it was \$16,000 per year, now it is \$40,000. If we were to fund \$135,000 it would pay for a full-time officer without overtime.

Division 7, Lot 081 ~ Just because the security vote did not turn out as members here wanted it to does not mean that you can change the rules and re do it.

Christy Vaughn stated the Board will research our options regarding security.

CERT Committee: Funding needs to be considered in the next budget. MaryAnne stated that the committee will start by determining its needs and costs and will present for budget next year.

MOTION TO ADJOURN:

A Motion to was made by Terry Hubbard, seconded by Stan Miller and passed with no nays as follows:

To adjourn the meeting at 3:38 p.m.

Respectfully submitted by Sheila Hedlund, Office Manager
These are draft minutes and have not been approved by the Board of Directors