



TIMBERLAKE COMMUNITY CLUB

Community Club Meeting

Minutes

April 27, 2019

The meeting was called to order at 10:00 a.m. by President Tom Hanson, followed by the Pledge of Allegiance.

Introduce Board Of Directors:

MaryAnne Preece: Vice President & Rules Committee Chair

Christy Vaughn: Treasurer & Web Site oversight.

Ken Bassett: Board Director at large, liaison for Technology

Dale Kagey: Board Director at large

Terry Hubbard: Board Director at Large & Water/Maintenance Director

Tom Hanson: Board President & Permitting Chair

Sheila and Pam: Our office Staff – and remember, they are who actually run this place

Angi: Covenant Coordinator

Introduction to our Community Meeting:

1. Welcome to the April 27, 2019 Timberlake Community Membership Meeting. Thank you for attending. Please let your neighbors know about our meetings.
2. Members can pick up a copy of this meeting's minutes of the meeting at the MPC or read them on our web site. Today's meeting focuses on bringing everyone up to date on several important issues, such as Timberlake Security.
3. Our meetings will be run with mutual respect and hopefully a little humor, we want and need to hear your comments and opinions on the issues presented here to help us figure out decisions.
4. Members asking questions will need to announce your name, division and lot number. Please try and keep your comments to **three minute or less** just to keep the meeting moving.
5. Questions requiring complex answers or extended research will be studied and responded at a later date with answers - we will get back to the one asking and the answers will be included in the minutes.
6. We try to make information from the Board understandable and transparent to the membership. Please stop us if explanations aren't understandable. We'll try harder to get info out that is meaningful. Our answers may not be what you want to hear, but at least we can have a dialog and try to learn from other's views.
7. To the membership, Your Board of Directors are aware that their responsibility is to you. Our motto reflects this, and it is: Our Timberlake Homeowners Association shall be run in a manner that maintains its monetary investments without risk to the membership, our physical assets such as parks, buildings and water system maintained with professional confidence, our employees that work for you are friendly, smart, and provide services that you can be proud of, and all of our work is conducted with honesty, transparency and the willingness to answer your questions.

Presidents Report:

Motions to Approve Minutes of the past three meetings:

A **motion was made** by MaryAnne Preece, seconded by Terry Hubbard and passed with no nays as follows:

To approve the Community Meeting Minutes of February 23, 2019 as submitted.

A motion was made by Christy Vaughn, seconded by MaryAnne Preece and passed with no nays as follows:
To approve the Special Budget Town Hall Meeting Minutes of March 16, 2019 as submitted.

A motion was made by Terry Hubbard, seconded by Christy Vaughn and passed with no nays as follows:
To approve the Special Security Town Hall Meeting Minutes of March 30, 2019 as submitted.

Easter Egg Hunt Last Weekend: By the way, I went to the Easter Egg Hunt last Saturday. From what I saw, it was a huge **success**, and the work our Activity Committee put into it showed. I would say there were close to 40 children and one huge white rabbit in attendance. There were a lot smiling kids faces. Even the children that arrived late and missed most of the egg hunt went home with Easter goodies and stuffed animals. Our Community Club Volunteers made sure that every child was a winner. **That showed a lot of class and made me proud to have watched all of the happy children!** Thank you Activity Committee!!!

Maryanne Preece, our Vice President is resigning from the Board of Directors at the end of this meeting. She may have a few more comments to add later, but I'd like to add mine now. This membership and myself owes a great big thank you to Maryanne. With her expertise as our past Treasurer, she reworked a budget and it's procedures that are now meeting the members best interests and is tracking just where it was intended. As a volunteer, she spent untold hours of her time in order to craft the 2018-2019 Budget. After Christy Vaughn joined the Board and agreed to assume the position of Treasurer, Maryanne was asked to fill the Vice Presidents role, which required her to keep me out of trouble and that's a huge job. Her constantly sound and reasoned advice was an advantage I was happy to rely on. On a side note, she has said that she will continue her work as Chairperson of the Rules Committee, for which we will all benefit. This just scratches the surface of all that Maryanne has done for Timberlake. I will miss her as past Treasurer, Vice President and all of the other things she does. Thank you Maryanne! We wish you the best with your newly increased spare time!

Security and Budget Town Halls: The Board wants to thank all that attended the Budget and Security Town Halls. Those meetings helped us identify the items you want to see and have us considering for the new budget, which is now being worked on, and with our Security issues. Make sure to check out those Minutes of Meetings on our website @ www.timberlakecc.com .

Upcoming August Elections: It's that time again, elections for Board Members and issues to be decided are coming up this August. We will have 2 openings of the Board available, along with Security Issues to vote on. We are putting out a call for members to volunteer in assisting on the ELECTION COMMITTEE. Please consider volunteering for this short term Committee and sign up on the clip board at the entry table.

Timberlake ID's: The Timberlake membership provides, maintains and pays for stocked fishing in both lakes, recreation areas such as parks, multiple swim areas with docks, playgrounds and boat ramps at both fresh and salt water Timberlake properties. Often these recreational amenities are used by non-Timberlake members. Verification of Timberlake membership at these amenities has been lax in the recent past and will now be a part of our approach to Security. Non-Member users of these amenities will be asked to leave or otherwise risk trespassing charges. Members are urged to get their ID's from the Office, and BTW, they're no charge.

Past office monetary fraud/theft: Russchell Stewart, the 2014-2015 office manager, is accused of embezzling between \$80K to \$90K from us. She has had her arraignment hearing, plead not guilty and is released on bond. The Jury Trial is now set for 9:00am June 25, 2019.

Board of Director's Reports:

Vice President Report: - Maryanne Preece

Office & Covenants

Sheila and Pam have been working on collections and legal accounts.

Welcome back Angi who is now working Covenants, she has supplied a handout of the past 3 years of activity. (attached)

Property Sales & Status:

Sheila reported that 2 accounts had went to Tax Foreclosure, both sold at the tax sale, we had to write off \$4,975 (for both lots), but they are now back on track for payments from the new owners.

We have \$72,680 outstanding in legal and non-collectible accounts

Since our February Meeting we have collected \$31,508 in legal fees.

Treasurer's Report – Christy Vaughn presented a new bar graph (attached)

Water/Maintenance Report – Terry Hubbard

Not much to report at this time, things have been going really well.

They found a water leak that has been unnoticed for years in the Division 99 area, this has been repaired.

All the mowing equipment is serviced and ready to go after Craig replaced the motor on one of the Honda's at half the cost of a new mower.

Power to the Island should be started in May. Marcus and Craig will be doing the trenching to cut some of the cost.

Committee Reports:

Activity Committee – Cathy Hubbard

The Easter Egg Hunt went very well with 50 kids attending mostly in the 6-10 age group. Thank you to Diana Berry, MaryAnne Preece, Stan & Linda Miller, and Lynnwood David for their donations.

The French Toast Breakfast will be May 25, 2019 from 9:00 – 11:00 a.m. We will be honoring the military that day, so wear a hat or t-shirt to represent your branch of service. A donation jar will be out for the breakfast, there is no set cost this year.

June 21, 2019 we will have our first BBQ at the MPC from 4:00 – 6:30 p.m. ~ let us cook dinner for you!

Rules Committee – MaryAnne Preece

The Handbook is finally complete! We have a cake to celebrate the completion of this project! Enjoy!

An Evacuation hand out was also available for the membership, (attached)

Permit Committee – Tom Hanson

So far for 2019, we have had 18 permits issued, those being: 1 Carport >200sf, 3 fences, 1 framed house, 8 sheds, 1 driveway, 1 tree cutting and 3 others.

Lake Safety & Use Committee – Brad Moore

Twenty new Buoys are being placed and should be completed this week. Please do not move the buoys! If you see someone moving them please report to the office.

This will be our second season with the new Lake Safety Rules, these cover three important items, Safety, Boat Registration, and maximizing usage (member boats only).

It was asked if swimming rules are included, as swimmers have been seen swimming across the boating area(s). Yes they are included.

Billie Long inquired about community dock replacements and repairs. We are repairing them as needed, replacing them could be an issue as the new rules are very strict and prohibitive.

New Business:

We bring you two newly vetted members in good standing *to the Board of Directors. This action fills all of the open positions in your Board.* We’ve talked to these candidates, and the Board feels that these members will serve you well, with calm, well reasoned deliberations and thoughtfulness you all deserve. They are: Lynwood David, and Stan Miller.

A motion was made by Terry Hubbard, seconded by MaryAnne Preece and passed with no nays as follows:

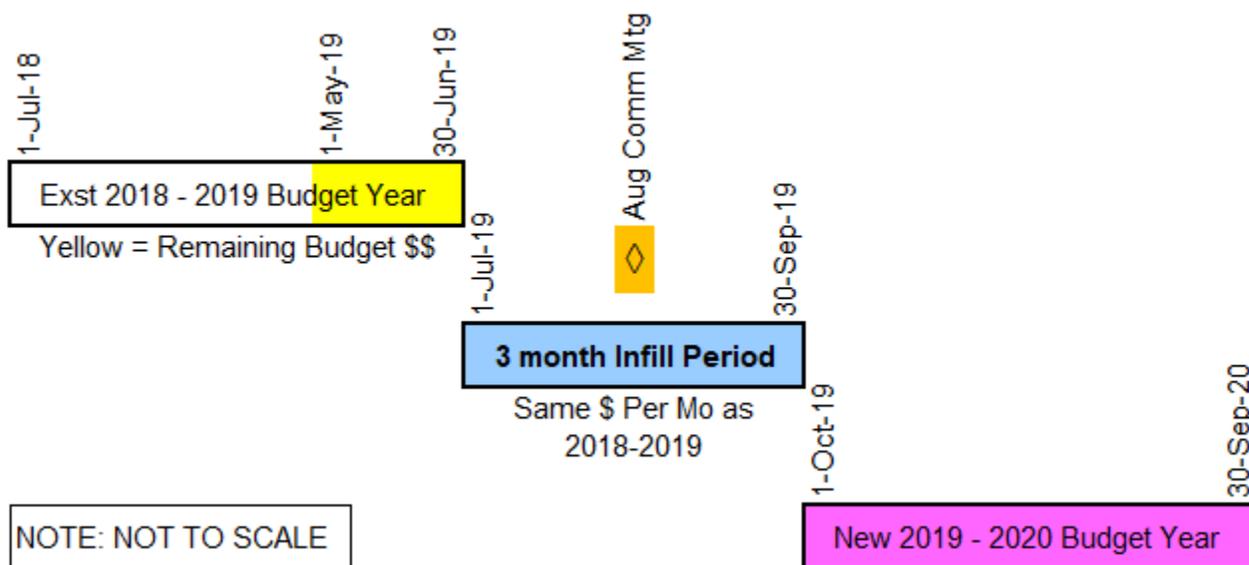
To seat Lynwood David onto the Timberlake Community Club, Inc. Board of Directors and initially be assigned an At-Large Director Position for the period of April 27, 2019 to September 30, 2020.”

A motion was made by Christy Vaughn, seconded by Ken Bassett and passed with Dale Kagey abstaining with a proxy vote, and no nays as follows:

To seat **Stan Miller onto the Timberlake Community Club, Inc. Board of Directors and initially be assigned an At-Large Director Position for the period of April 27, 2019 to September 30, 2020**

Please welcome our two new Board Members!

New Fiscal Year as it relates to Timberlake Spending: (Handout #1)



- 1) I’d like to go over our budgeting periods again...
- 2) Reminder: Our existing Budget ends Jun 30th 2019.
- 3) Let’s look at **HANDOUT #1**. Historically, the new Budget is voted on in the Middle of August at the Annual Community Meeting in Springer Park as directed by our By-laws. We’ve always just extended the old budget to cover the period from the end of the budget to the Annual August meeting.
- 4) After the vote, an extra billing is made to the membership for the short time period between the end of the budget to the vote in the middle of August. This billing covered any increases that was passed at the mid August Meeting. This extra small billing was confusing, aggravating and costly.
- 5) **HANDOUT #1** shows how our HOA will handle spending during the three month “Infill” period until the new Fiscal Year starts on October 1st.

6) A reminder here, at the last Community Meeting, changing the fiscal year was approved by Board Vote without any adverse membership comments. These handouts explain how it's to be done. Sorry to expose you all in seeing how the sausage is made.

7) **Note: This 3 month infill billing is the same \$\$\$ per month as the "old" 2018-2019 budget. There are NO RATE INCREASES.**

8) So we can get this action into the Minutes of Meeting, and that it's properly recorded, I Call for a Board Motion to recognize that

A motion was made by Christy Vaughn, seconded by MaryAnne Preece and passed with no nays as follows:

The infill Period of July 1st 2019 to September 30th, 2019 will be funded at the same monthly amounts as the membership now pays in the Existing 2018-2019 budget, with no rate increases.

Security for Timberlake:

Timberlake Security comes in two parts, the first part is before next years Budget and the second starts at the new Fiscal year. The first part is:

May 1st thru September 30th (period until new 2019-2020 Budget):

As requested by the membership attending our Security Town Hall, we have responded by utilizing the Mason County Sheriff Department.

The Sheriff Department will start May 1st and run to September 30th under the newly signed contract with the Mason County Sheriff Department. By the way, this contract can easily be extended for an additional year by the Board by just notifying the Sheriff Department. Also, this contract is available for Membership review, please ask the office for it. It's too bulky to include here.

We have included the costs and number of shifts of our Security coverage. Specific dates and number of weekly shifts are not being disclosed to keep the patrolling effective and unpredictable.

Let's look at HANDOUT #2. (Attached)

Please Note: Each shift will include A) Enforcement of traffic rules. B) Uniform & Car visibility Community Policing, and C) Checking for Timberlake ID at appropriate times of the year.

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

The Mason County Sheriff department shall provide Policing Services for the Period of May 1st 2019 to September 30th, 2019 with this Security Budget not to exceed \$28,650

Part Two of Timberlake Security.

New Security Budget 2019 – 2020:

Let's go over the 2019-2020 Security Budget Handout, **HANDOUT #3.** (attached)

The new Security Budget starts October 1st, 2019 for one year.

When you receive your Election Ballots this summer, along with voting to approve the Annual HOA Budget, you the membership will be also asked to vote separately for Timberlake Security. Included on the ballot will be 5 different costs to choose from that reflect how much Security Services you wish to have. The amounts range from \$0 to \$160,000 per year. The Board of Directors does not recommend any preference of which option is chosen by the membership. The amount to be funded for Security Services for the 2019-2020 Fiscal Year is strictly a choice of the membership.

It's important to note that the Timberlake Annual Budget will have \$0 in it's Security Category. The sum of the Annual Timberlake "big" budget plus the membership voted choice from the Supplementary Security vote will become the final 2019-2020 Budget for Timberlake.

Jerry Grgich inquired as to the Electronic Speed Limit signs, this will be followed up.

Elmer Patterson inquired as to accountability of time spent by the officers ~ Timberlake sets the times we would like officers present and we have access to time cards upon request.

Brad Moore would like to see a current statistics report.

We need to get this action into the Minutes of Meeting, and so that it's properly recorded, A Call was made for a Board Motion.

A motion was made by Terry Hubbard, seconded by MaryAnne Preece and passed with no nays as follows:

The Elections for Fiscal Year 2019-2020 will include a Supplementary Membership Vote that selects one option that sets the costs of Timberlake Security

Thank you Board.

Goose Control: Your Board has had the chance to study options for containing our exploding Goose population and we are ready to pass along our decision on this subject. We are choosing to protect our lakes from Goose Poop pollution. In order to do this, a Federal Agency has been contracted to lower the number of Geese that reside here at Timberlake. The budget we have allocated for this category in the existing budget is already in place and is adequate to cover this work.

OPEN FLOOR:

A member asked about rental rules in regards to the number of occupants and pets allowed. This is a covenants issue and should be addressed with that department.

Terra Ferrare inquired as to the Pet Pick Up bag stands at the parks as they are always empty. Diana Berry responded that the bags are stolen every time it is filled up so they just stopped filling them.

Thank You to the members for attending the meeting and being part of the process.

All in attendance, please be your own Timberlake advocates by inviting others to attend these Community Meetings. Only by you being here can we hear your comments and opinions.

Thank you for attending. We appreciate your effort be a part of this process!

Door Prize Drawing!!!!!! The winner of the Flower Basket was Terra Ferrare!

Meeting was adjourned at 11:55 a.m.

Respectfully Submitted by Sheila Hedlund, Office Manager

These are draft minutes to be approved by the Board of Directors at the June 22, 2019 meeting.

HANDOUT #2 - SECURITY

TIMBERLAKE SECURITY	DETAILS
MAY 1ST TO SEPT 30TH PROPOSED BUDGET	\$28,305
Target Budget	\$28,650
May 1st to June 30th Existing Budgeted Amount	\$18,650
May 1st to June 30th Actual Amount	\$18,360
# of Shifts this Period @ 6 hrs per shift	36
July 1st to Sept 30th Existing Budgeted Amount	\$10,000
July 1st to Sept 30th Actual Amount	\$9,945
Shifts this Period @ 3 hrs per shift	39
Total Shifts	75
Total Weeks: May 1st - Sept 30	22
SHERIFF Cost per hour (\$65 to \$85)	\$85

Note - Each shift will include A) Enforcement of traffic rules. B) Uniform & Car visibility Community Policing, and C) Checking for Timberlake ID at appropriate times of the year.

Handout #3: 2019 - 2020 SECURITY OPTIONS

TIMBERLAKE SECURITY	OPTION 1	OPTION 2	OPTION 3	OPTION 4	OPTION 5
2019-2020 TOTAL BUDGET COST	\$0	\$39,780	\$79,560	\$99,450	\$159,120
2019-2020 Target	\$0	\$40,000	\$80,000	\$100,000	\$160,000
Approx. Property Cost per Year	\$0	\$31	\$61	\$77	\$122
Total Shifts per Contract (if all chosen)	0	78	169	143	234
Weeks per season	13	13	13	13	13
Hours per Shift	4	4	4	6	6
SHERIFF Cost per hour	\$85	\$85	\$85	\$85	\$85