

High Timber Townhomes Annual Meeting
Minutes
August 14, 2021
9:00 a.m.
Via Zoom Meeting

1. Call to Order, Quorum

Pursuant to timely notice of the meeting having been given, David Petersen, president, called the Annual Meeting to order at 9:05 AM, August 14, 2021. A Quorum, according to the Association by-laws, is at least 50% of the members present by attendance or proxy. A quorum was confirmed with 6 out of 10 unit-owners present by attendance or proxy. Homeowners present were David Petersen (#1122), Jim, Katie and Lila Norris (# 1124), Dan and Sharon Watson – arrived at 9:10 (#1110) and Dr. J. Karimi (#1128). Ron Sedlack (unit # 1118) and Jenny Glass (#1116) were present via proxy. Also attending was Bliss Property Management (BPM) owner and High Timber Managing Agent, Carol Cannon.

Although not in attendance, David Petersen welcomed new owners, Corey and Susan Nakai, unit #1112, and Emmy and Jay Johnson, #1120.

2. Approval of the 2020 Meeting Minutes - The minutes of the August 15, 2020 meeting were distributed earlier and provided in the meeting packet.

Motion: David Petersen made a motion to approve the 2020 Annual Meeting minutes. Jim Norris seconded the motion, which passed unanimously.

3. Financial Report – as of July 31, 2021

Operating Cash is \$ 10,045. Savings/Reserve Account is \$38,004 There are no units more than one month past due. Carol summarized the financials as presented.

4. Manager's Report – Carol reported on the Repair and Maintenance expenses for High Timber this past year.

Repair and Maintenance Report

1. The average snowfall this past winter helped keep prices down for Roof Shoveling and Major Snow removal.
2. Turner Morris scheduled to do Roof inspection this summer. We are not expecting any major repairs.
3. #1120 Back Deck rebuild scheduled for late August or early September. Carol explained that 2 years ago the owners of #1112 said their deck was “shifting”. Carol had an engineer check all decks and at the time (fall 2019) he determined that all decks were structurally sound except #1112 and #1120 decks. Plans were engineered and #1112 deck was re-built in 2020 and this summer, #1120 deck will be re-built.
4. Siding repairs and touch-up paint scheduled for September
5. Extinguishers inspected every year. Chimneys will be cleaned and inspected next summer (We do them every other summer).
6. Landscaping and building repairs included taking down 3 large trees that were precarious and in danger of falling and hitting buildings or cars in driveway. Also needed to do some seeding by the #1112 back deck after deck construction completed.
7. Added NO PARKING FIRE LANE sign and red paint warning on the driveway by the fire hydrant.
8. Remember – Last year we added wifi to the Budget which added a significant expense, by approximately \$4500.

David P. asked if there were other Repair and Maintenance items or questions. There were none.

5. 2021-2022 Proposed Budget and Financials Review and Discussion –

The group discussed the budget as presented. The group agreed to RAISE the dues to \$520 to pay for general increasing expenses. The dues have not increased since 2013. HOA also noted that the dues will increase \$50 next year to reach the goal of having Dues cover Operating Expenses and not having to use Assessment or Reserve Funds for that purpose. The Replacement Reserve Study spreadsheet was summarized and illustrates that High Timber Reserves are below industry standard. HT Reserve Account is 3% of Total Reserve Funding. Best practice is to have 10% - 50% of the replacement costs, if they are not fully funded. Over the past few years, the HT HOA has spent Reserve Funds on roof replacement and repairs, extensive snow removal costs due to huge snow years, driveway resurfacing, and replacement decks for #1120 and #1124.

David P. asked if there were any further questions regarding the financials or the Proposed Budget. There were none.

Motion: David P. made a motion to approve the Financials and Proposed Operating Budget as presented. Dr. Karimi, seconded. All agreed and the motion was passed unanimously.

6. Old Business

David P. thought the discussion of the #1120 had taken place in Repairs and Maintenance Items.

David P. asked if there was any other old business. There was none.

7. New Business

David asked if there was any New Business. There was none.

8. Election of New Officers – Board nominations were requested. There were no new Board nominations

Motion: Dr. Karimi made a motion to continue the same slate of officers for the 2021-2022 year. Daniel Watson seconded the motion. It was unanimously decided to register the following officers:

David Petersen – President

Hal Sargent – Vice President

Jim Norris – Secretary/Treasurer

Ron Sedlack - Member-At-Large

9. 2022 Meeting Date – Members decided that the next annual meeting will take place on Saturday, August 13, 2022, at 9 am, via Zoom.

10. Adjournment – 9:25 am

Respectfully submitted 8/14/21

by:

Carol Cannon, Managing Agent

Bliss Property Management, Inc