

**TIMBER RUN CONDOMINIUM ASSOCIATION  
ANNUAL MEETING OF ALL HOMEOWNERS  
SATURDAY, MAY 2, 2009**

**MEMBERS PRESENT:** Al Veinberg (President), Brigitte Zimmer (Secretary), Mike Osborn (Treasurer), John Hoffman, Rob Haynes, Jack Sheets (TRFA President), Bill Moeller (TRFA Vice President), Phyllis Tumey (TRFA Treasurer), Kay Bachus (TRFA Secretary); Terry Bachus, Larry Zimmer

**OTHERS PRESENT:** Brian Lence (CMC President), Matt Priebe (CMC Property Manager), Noreen Frye (CMC Accounting & Association Business Manager)

**CALL TO ORDER:** President Al Veinberg called the meeting to order at 12:30 pm

**WELCOME BY BOARD OF DIRECTORS:** Al welcomed everyone to the meeting. Introductions of both TRCA & TRFA Board Members were made.

**VERIFICATION OF QUORUM:** A count was taken of the members present & proxies received. It was determined a quorum of more than 20% of homeowners was met. The Board acknowledged the new worksheet used to calculate the quorum developed by Dave Greer & commended its usefulness.

**APPROVAL OF 2008 ANNUAL MEETING MINUTES:** An amendment was made to the May 3, 2008 annual meeting minutes to add the names of TRFA members present at the meeting. Al called for approval of the minutes. A motion was made, seconded & passed to approve the amended minutes.

**MANAGEMENT REPORTS:**

**FINANCIAL:**

- Noreen Frye presented the year-to-date financial reports as of the end of March 2009.
- TRFA reimbursed TRCA during the 2<sup>nd</sup> quarter of 2009 for their percentage of the 2008 Spruce foundation costs that had been paid from the Capital Improvement Fund.
- TRFA paid TRCA their 1<sup>st</sup> & 2<sup>nd</sup> quarter contribution to the Capital Improvement Fund during the 2<sup>nd</sup> quarter of 2009. The contribution will be paid by check each quarter verses a quarterly accrual adjustment with an annual payment at the end of the year.
- Mike Osborn noted the Capital Improvement Fund was a negative \$11,000 balance, & the bylaws state the deficit needs to be made up by the end of the fiscal year. A one time assessment was discussed & tabled until the Board of Directors meeting.
- Expenses for the 2<sup>nd</sup> quarter were higher than budget, therefore the TRFA shared expense income was higher year-to-date.
- Water & Sewer costs were lower than budget by \$2,528.
- Bank charges were not from the new bank.
- Insurance expense over due to timing difference.
- **Action Item: Meeting expense needs to be moved to other expense.**
- Cable Service is a bulk agreement & the cost is split with TRFA. TRFA does not show a separate line item for cable as it is included with the shared operating expenses.
- Tree spraying expense of \$3,180 was actually tree removal.
- Federal income tax of \$256 was not budgeted. Taxes were paid due to taxable income received from vending proceeds & interest income.

#### **MAINTENANCE:**

- Matt Priebe presented the Spring Complex Report.
- **Action Item: A copy of the Spring Complex Report needs to be mailed with the next homeowner billing.**
- CMC will repair any minor roof repairs & repairs other than minor will be addressed with the Board.
- CMC will clean out garages as part of the contract. **Action Item: Items stored in garage for 4 years needs to be cleaned out.**
- **Action Item: Matt will get bids for road sweeping.**
- Flowers will be planted in beds & a pot in front of each door, when weather permits.
- Spraying costs \$8.50 per tree. Last fall 80-90 trees were removed. Al recommended waiting to plant new trees until the trees are sprayed & additional tree removal takes place this year.
- A decision to repaint common areas will wait until the walk through is complete. Matt already has 2 bids however Al may look at outside contractors to see if they are competitive. **Action Item: Review common area paint during walk through.**
- CMC will rework rock borders to get drainage away from the building during the summer.
- The tennis court fence was bowing on the right side. Al may consider having JVA surveyors come to take a look.
- The tennis court gate had been ripped off. Phyllis Tumey suggested & it was agreed by others to leave the gate off during the winter. **Action Item: Leave tennis court gate off during the winter.**
- Items for the Long Term Plan include replacing carpet in the common hallways, hallway paint, paving or resealing parking lots, & replacing the roof on the Spruce building.
- Spruce building is due for exterior paint. The average life span for paint is 8 years.
- Comcast had put out door hangers regarding testing for signal leakage. This is commonly done in the spring when it is slow. Homeowners do not have to worry about Comcast going into their unit as an associate in Matt's department accompanies Comcast when they do the testing.
- Matt mentioned a new template his department will be using when getting contractor bids, which will insure consistency in the contractor bids.
- Larry Zimmer inquired about an updated Comcast channel list. **Action Item: Noreen to get the Comcast channel information.**

**OLD BUSINESS:** Al would like to have JVA out within the next 2 months to review the tennis court. He would also like a survey of property lines since a lot of things have changed. Part of Timber Run has become part of other HOAs & part of Vasquez is now part of Timber Run. The Town of Winter park does not have current plats & surveying is not cheap. Property lines become an issue between HOAs when it comes to tree removal. Matt had gotten bids from \$1,500 to \$5,000, & there is a need to insure they know what they are doing. Al recommended the issue be put on back burner.

**NEW BUSINESS:** Al recommended having heat tape installed on the roof for icing problems.  
**Action Item: Discuss the need for heat tape during the walk around.**

**ELECTION OF BOARD OF DIRECTORS:  
EXPIRING 2009: TERM OF SERVICE IS 2-YEARS**

1. Jack Sheets
2. John Hoffman
3. Rob Haynes
4. Mike Osborn

A motion was made to extend the Board member's terms for 2 years expiring 2011. The motion was seconded and unanimously approved. The members were thanked for renewing their terms.

**SCHEDULE SUMMER WALK-AROUND INSPECTION:** The walk around was scheduled for Saturday May 30<sup>th</sup> after 2:30 pm.

**SCHEDULE OF 2010 ANNUAL MEETING:** The 2010 Annual Homeowners Meeting was scheduled for Saturday May 1, 2010 at 12:30 pm. Lunch will be served at 11:30 am.

**ADJOURNMENT:** A motion was made & seconded to adjourn the meeting. The meeting was adjourned at 1:25 pm.

**ADDENDUM:** Board member who received copies of the TRCA & TRFA financial reports should filter any questions for CMC through Mike Osborn.

Minutes recorded by Becky Varga of CMC & reviewed by the Board of Directors prior to distribution.  
Minutes are not formally approved until voted on at the next Annual Homeowners Meeting.

**TIMBER RUN CONDOMINIUM ASSOCIATION  
ANNUAL MEETING  
MAY 3, 2008**

**MEMBERS PRESENT:** Al Veinberg, Dave Greer, Bridgette & Larry Zimmer, Rob Haynes, Tom Callahan, Mike Osborn (TRF), Jack Sheets (TRF), Kay Bachus (TRF), Bill Moeller (TRF)

**OWNERS PRESENT BY PROXY:**

**OTHERS PRESENT:** Brian Lence, CMC President, Noreen Frye, CMC Accounting & Association Business Manager, Matt Priebe, CMC Property Manager, Donna Lively, CMC Accounts Receivable

**CALL TO ORDER:** President Al Veinberg called the meeting to order at 12:29 p.m. He thanked everyone for attending.

**ROLL CALL:** A count was taken of the members present and the proxies sent in and it was determined there was more than 20% to be able to conduct business.

**APPROVAL OF THE 2007 ANNUAL MEETING MINUTES:** Al asked if everyone had read the minutes from last year's meeting and called for approval. A motion was made, seconded and passed to approve the minutes as written.

**FINANCIAL REPORT:** Noreen presented the Balance Sheet and went over the items on it. The Spartan fund name has been changed to Fidelity so Noreen said she would change it on the financials. Noreen had mentioned that CMC had moved Association bank accounts to Millennium Bank in Fraser and Al asked why. She explained the bank had been providing poor service and the turnover of employees there was bad. Mike concurred with the poor service at Bank of the West since taking over the Community First Banks. Al asked to be informed of that kind of change in the future.

Noreen then went over the details of the Variance Report attached to the Income Statement. A question was asked about who the insurance carrier was for the association.

**MAINTENANCE REPORT:** Matt went over the spring complex report. CMC would be proceeding with touch up paint and Matt said he had acquired several bids for painting the Evergreen building face. He stated the common areas would cost approximately \$10,000 and could be done in the fall. Matt suggested it be addressed on the walk around.

The garages have all been cleaned, fifty five trees have been removed from the property, stumps and the stock pile of logs would be removed the following Monday.

Tree spraying would start on Memorial Day and Matt said he would let the Board know the number of trees needing spraying.

Regarding snow removal, Matt suggested being proactive on snow removal. There were leaks that happened this winter and could have been avoided had the snow been removed from roofs sooner. Brian stated there had been 389 inches of snow this year and the average snowfall is supposed to be 354 inches.

A fence by the tennis courts was destroyed by snow removal and Matt said CMC would repair it at CMC's cost.

CMC was asked to plant flowers in a couple of beds and by the doors.

A question was asked about bear proof dumpsters and Matt explained that as soon as the contract was up with Waste Management that CMC would change companies to a more reliable one.

Matt then reviewed the Long Term Replacement Plan. He stated the normal life-span for these types of roofs were supposed to be 30 years, but usually only last 25 years. Matt said he thought the Evergreen building had at least five more years. The roofs are inspected twice yearly. The life-spans for the buildings were extended seven years on the Long Term Replacement Plan.

Painting and staining should last eight to ten years normally. Matt noted that Aspen should be painted this year and he said he would get a couple of bids for the work. Evergreen and Birch would also be looked at for this years' expenses. Spruce would be scheduled for next year.

Hall carpeting and re-paving would be looked at on the walk around.

Al commented on the snow being pushed up against the garages and Matt said he corrected that problem after the February meeting.

Dave stated he wished to go on record that Matt has raised the bar and that he was happy with Matt and the maintenance department.

**OLD BUSINESS:** None

**NEW BUSINESS:** Any new business would be discussed at the Board meeting.

**ELECTION OF BOARD OF DIRECTORS:** Al's, Phyllis' and Bridgette's positions on the Board were expiring this year. A motion was made to retain Al, Phyllis and Bridgette on the Board. It was seconded and passed.

**SCHEDULE SUMMER WALK AROUND:** The walk around was scheduled for Tuesday May 27<sup>th</sup> at 10:00 a.m., starting at the Aspen building.

**SCHEDULING OF ANNUAL MEETING:** The 2009 Annual Homeowners Meeting was scheduled for Saturday May 2, 2009 at 12:30 p.m.

**ADJOURNMENT:** Being no further business the meeting was adjourned at 1:24 p.m.