

**Timber Lakes Property Owners Association
Board Meeting Minutes
Wednesday, January 13, 2009
Wasatch County Senior Citizens Center, Heber City, Utah
7:00 pm**

Conducting, Welcome & Roll Call: Mike Durr

Board Members Present: Mike Durr, John Blickenstaff, Craig Allen, Ole Smith, Rob Roueche', Gary Hume

Rex Gale, Accountant & Administrative Assistant Martha Lackman

Property Owners Present: 10

Board Reorganization:

- Welcomed two new members, Andy Berry and Shane Olson
- Announced that Board has reorganized its officers
 - Mike Durr, President
 - Gary Hume, Vice President of Operations
 - Roads, Water Company Liaison
 - Ole Smith, Vice President of Administration
 - Wasatch County Liaison, Heber Valley Camp Liaison, Fire Safety Projects
 - John Blickenstaff, Treasurer
 - Accounting, Webmaster and Office
 - Craig Allen, Secretary
 - Security, Office, Risk Management, Insurance Program
- Other Board Assignments
 - Andy Berry
 - Safety, Construction Compliance, CC&R Compliance
 - Rondo Fehlberg
 - Legal Issues
 - Shane Olson
 - Construction Compliance, CC&R Compliance, Common Area Improvements
 - Rob Roueche'
 - Cabin Plan Approval, CC&Rs, Newsletter
- Oath of office given to Andy and Shane, administered by Craig Allen
- Martha Lackman was introduced as our Administrative Assistant. This position replaces the Office Manager position. Mike thanked Connie Hadley who has served for two years as our Office Manager.

Warrant List: John Blickenstaff

January warrant list was discussed. We have no documentation on most of the invoices received for road-related items. John proposed we pay all non-road invoices, which was seconded by Craig. The motion passed unanimously.

Gary asked if the Board could approve the payment of the road-related invoices pending the receipt of appropriate documentation. John proposed the Board approve the road-related items contingent upon Gary obtaining the appropriate documentation from the road crew. Craig seconded and the motion passed unanimously.

Board Member Reports

Mike Durr, President,

- Policy & Procedures revision needed. A revised draft has been circulating. The Board discussed a few additional revisions, mostly related to spending controls and that we should place the updated document on the website. John made a motion to approve the amended document, pending one final set of revisions that will be circulated by email. Mike seconded the motion and it was unanimously approved.

Gary Hume, Vice President of Operations

- Discussed new form documenting roadwork completed. The road crew will report their work to the office. A summary of roadwork will be posted each month on the website.
- The Board discussed the intersection of Columbine and Rock Cress. A property owner requested the Board put the triangular island back in the middle of the intersection. Although the Association should have done a better job communicating ahead of time with the owner, it was unanimously agreed that the work done at that intersection was all done in our right-of-way and made the intersection much safer. It also allows our large equipment and emergency vehicles better access. The Board decided to leave the intersection as is.

Ole Smith, Vice President of Administration

- Reported damage to fencing and gates in Heber Valley Camp.
- Some owners have complained about snowmobiles with modified exhaust systems running the roads in the middle of the night. Heber Valley Camp has given us permission to lock the snowmobile access gate at night, should we choose to do so. We have discussed locking that gate at midnight and reopening in the morning. Board feels further discussion should be given to this matter before making a decision.

John Blickenstaff, Treasurer, Webmaster & Office

- New office hours are to be as follows:

M, Tu, Th, F 8:30 am to 5:30 pm
(with 1 hour lunch, 12:30 pm-1:30 pm)
Wed (normal) 10:00 am to 7:00 pm
(with 1 hour lunch 12:30 pm -1:30 pm)
Wed (monthly meeting) 3:00 pm to 9:00 pm (attending monthly meeting)
Sat (following the monthly meeting) 9:00 am - 12:00 noon

- 2010 accounting goals:
Clean up and audit all books, with help of outside accountant. Develop budgets and post on website. Approved budgets for all projects. Put spending controls in place. Wants a spending limit placed on all Board Members of no more than \$250 per month. Exception being Gary and Road Crew with limit of \$2000-\$3000 per month, but must approve all expenditures in advance, controlled by standing POs where needed.

Craig Allen, Secretary, Security, Gate and Risk Management

- Obtaining insurance bids on all policies.
- Visitor driving too fast rolled vehicle and has requested our insurance to cover her damages. We are not responsible for any damages. There is no insurance policy that covers stupidity.
- New cameras and network have been purchased and is being installed. In addition, we will install a remote toggle for cameras.
- Feels that all of our security personnel, road crew and office need radio contact on the mountain. Craig agreed to obtain some quotes.
- Owner stickers for vehicles for quicker processing through the gate will be sent to owners with current accounts after April 1. Owners who owe us money will not receive the stickers.

Andy Berry, Safety, Compliance, Annual Meeting

- New Board Member introduction. Lot owner for 6 years, and is now a fulltime resident for life.

Rondo Fehlberg, Legal Matters

- (not present)

Shane Olson, Compliance, Common Area Improvements

- 6 year resident, and a volunteer member of the First Response Team

Rob Roueche', Cabin Plan Approval and CC&Rs

- Proposed requiring electronic plan submittals. The Board unanimously authorized this change and instructed Rob and John to update the documents and website as soon as possible.
- Will combine Winter/Spring Newsletter for 2010, due out April/May.

Property Owners' Forum

Ron Garlack Lot # 436 – Wanted to know about cell phone coverage. John reported that All West wants to install additional towers to service Timber Lakes, but has not found ideal locations yet. They are still working on this issue. AT&T has also contacted Timber Lakes concerning cellular coverage for Timber Lakes. They are aware that they have no reception in this area. All West also hopes to have high speed internet available above Green Leaf by the end of 2010 if plans progress.

Josh & Tina Baresh Lot # 626 – Wanted to know the due date of TLPOA's annual assessments for 2010. They were told that they are due upon receipt, and late charges would apply beginning April 1st.

Gordon Huetter Lots #407 & 408 – Wanted to know what progress has been made on the easement or deed for using his driveway on Rock Cress as a turnaround for TLPOA and emergency equipment. Ole was assigned to contact Rondo and see what Rondo is recommending to the Association.

Next Meeting

February 10, 2010 - 7:00 pm - Whitmore Library 2197 East Fort Union Boulevard, Salt Lake City, Utah.

Adjourn

Motion was made by Craig to adjourn. Motion seconded by John. Motion passed.

Meeting adjourned at: 8:30 pm

Minutes by Martha Lackman, Administrative Assistant