



Timber Cove Homes Association
22098 Lyons Court
Jenner, CA 95450
www.timbercovehomes.org

707. 847.3062

Board of Directors Meeting

Saturday, October 15, 2016

Ansel Park Clubhouse – 22098 Lyons Court

10:00 am

MINUTES

Executive Session (9:00) TMcK, SM, JP, SEMcC (phone)

1. Private Investigator's Report: Discussion. Necessary to respond to the outcomes given the court findings and the PI report TM moved, SM seconded. SC be censured for his misconduct as a Director based on the findings of the Court and Private Investigation. All ayes.

2. Personnel review: Discussion of BT. Classified as an employee but we we should update his job description. SE will work with BT to clarify his employment status.

JP brought in a booklet by the Sheriff's Department—rural crime book with duplicate slips that can be filled out and mailed to the Sheriff's department. He needs to be on line. 602.8a Penal Code: ticket for trespassing. \$10 with court costs that make it almost \$100 or more. Discuss this in regular meeting.

REGULAR MEETING

Call to Order (10:03)

Present: JP, SM, TMcK (presiding), LM, SEMcC (phone), SC

Guests: Dennis Koci, J. Rea, Eric McConn, N. Lee.

Approval of Agenda MSP (SC abstain) all rest ayes

Approval of Minutes: Regular Board meeting August 27, 2016: JP moved, TMcK seconded approval of Regular Board Meeting Minutes. Change: SC did not approve payment of the bills, he voted no. Typos will be corrected. All ayes, SC no.

Annual meeting presentation August 27, 2016 SM moved, JP seconded SC abstained, all rest ayes.

Regular Board meeting, September 24, 2016 correct typos. JP voted to approve TMcK second; All ayes SC abstain.

Reports

1. President's Report (T.McKusick)

1.1 Executive Session Summary (see above)

1.2 Status of Election: Ballots have been sent out; one objection to procedure by C. Abst. We will refer her concern to the Board of Elections. Ballots are due by 15 minutes after the beginning of the regular November meeting. (Note: at the Meet the Candidates Session Ron Case withdrew his candidacy leaving only two candidates: Russell Wells and Eric McConn. He endorsed those two who will be seated at the next meeting.)

2. Administrative Assistant (S. Lynn)

2.1 Correspondence: Grace O'Malley sent information for the Safety Page on the website. We have disaster preparedness directions there. Hannah Clayborn helped with the Newsletter with formatting issues. Correspondence with S.Drapkin, election overseer, for opening envelopes and stuffing ballots. C. Percy sent water payment to HOA because she uses on line pay. We had correspondence from our Casualty Co. regarding claim for incident between SC and BT. Communication from RC, RW and EMcC for participation about Meet

the Candidate forum following this meeting. Email from Carolyn Abst regarding nomination information included with the ballot. Conversation with homeowner at bottom of TC Road. The county is going to foreclose because her brother hasn't paid taxes or water bills. The taxes are roughly \$30,000 and TC \$10,000. Yesterday SL spoke with someone regarding property of Tania Rodriguez who owes money to us and taxes; she is trying to sell the lot and clean up the dues and water bills. ProSolutions is involved with some of the past delinquent property owners. SL is investigating other collection services. SEMcC asked about the 3 vendors she has spoken with. Only ProSolutions has provided information. She would like more information. SC asked about the claim to the insurance by BT to the casualty company. BT sought indemnification by the HOA on the basis of his status as an employee discussing Timber Cove business.

2.2 Escrow reports: The only escrow is the LaVenter property. But she hasn't received final documentation.

3. Architectural (J.Howland)

No new submittals.

3.1 Definition of Shed vs. Artist's Studio: JH sent information to SL and ST on this. Defer to next meeting. County website has detailed information.

3.2 Language for conforming mailboxes and costs included in Architectural Guidelines: Defer to next meeting.

3.3 New projects proposed. None

4. Security/Fire Abatement Report (N.Lee):

NL: Asked the board to consider a hefty fine for those people who don't cut their long grass by July, particularly along HWY 1. He would also like to propose posts to designate trailheads with TCHA and also for the easements, particularly for the one on Nineveh. He compiled a list of trailers, storage boxes, etc. and turned them over to SL. Containers are approved if they are involved with construction. He noticed a proliferation of political and real estate signs and others. He pointed out that there is an extreme hazard exiting Signaigo and Davis onto TC Road. County Roads Department are responsible. TMcK will remove the broom plants. Others have brought up TC Rd. at HWY 1. RL noted CalTrans

scraped this, but refused to do more. Sept. 3 we had fire at Gristle Cove, which burned approximately 3 acres of grass. Cal Fire was quickly on scene with aircraft. He asked about neighborhood telephone warning system. It wasn't activated at that time, but is now back in service. Sept. 5 TMcK and he noticed a white van with someone camping. JP has given us "Rural Crime books" with carbon copy to mail to the sheriff. Along with camping policy, placards and ID forms for Nick we are responding to unpermitted vehicles. Sept. 18 Jody Sperry donated an Ansel Adams photo poster, now in the Clubhouse/Office. Maggie Feldstein's house has new owners and clean up is taking place. Oct. 1 we had our bike rally on Sea View Road. Oct. 2 our first showers. Oct. 5 the power went out briefly due to an accident in Forestville. He received the Sheriff's forms from JP. A white mustang was parked at the bottom of TC Road. Oct. 13-14 more rain. TMcK noted we will be overrun by mushroom hunters soon. Oct. 8, someone related to Maggie Feldstein mentioned at the lower end of Ruoff, that a diesel truck cruised up and down and then parked with the engine running. People should call Sheriff's dispatch whenever there is trespassing.

5. Fire Abatement (B. Todd): NL above mentioned the need to cut the grasses.

6. Roads Report (B.Todd): JP presented the estimate for approximately \$20,000 from M. Mann to do the turnouts and other approved road work: 10 turnouts, culverts on Signaigo, street sweeping, etc. JP suggested we widen Signaigo because of the increased use on this road with the Office.

•JP moved we accept the contract, TMcK seconded. Discussion: SEMcC reminded we approved an expenditure of \$40,000 of our Reserves for the roads, leaving a balance of \$14,500 so we would have to start using the reserve to enact this contract. All ayes, motion passed.

7. Treasurer's Report (SE.McCann) (See handout)

7.1 Budget Update: SEMcC reported we are in month 6 of this budget cycle. We have fewer outstanding membership dues but still have about 10 properties that haven't paid. SL sent final notices to people who haven't paid their dues notifying them that they need to be paid by the end of this month if they want to have valid ballots.

7.2 Payment of the Bills: Discussion about election; correspondences about the

incident between BT and SC; other were by laws.

•SM moved we pay bills, SEMcC second. All ayes except SC, no.

7.3 CPA/Auditor: SE McC is having a conversation with CPA candidate on Tuesday and she will report on that afterwards.

7.4 Annual Dues increase implications: see New Business

8. Trail Report (H.Clayborn): deferred

9. Water District Report (B.Todd): Deferred

10. **Communications** (S.Moulton, S.Todd): The Fall/Winter Newsletter went out with the ballots in printed form and is posted on our website. Thanks to SL for copying and including this with the ballots since not everyone checks the website. SM will compress the images more so that the next newsletter can be emailed to members. Producing the newsletter takes a few days of her time; people with news, events, photographs or information relating to Timber Cove should send it to SM before January 5 for the next Newsletter. Much also has been posted on Yammer on line. Everyone is invited to join Yammer. They need only ask. Claudia Giacinto is handling that site and Sylvia Todd has been keeping our Facebook page up to date.

PUBLIC COMMENT (Please limit comments to 2 minutes on agendized topics):

RC missed the first part of the meeting and had questions about the election. Discussion of Davis- Stirling. JR asked about mailboxes. When will it happen. JP will get estimates once we have the drawing. The white van on Lee was moved up to Lee and is somewhat hidden. It is hazardous and ugly.

11. **Election Status:** meet the candidates' hour: today right after the HOA meeting at noon

12. **Tape Recording Meetings** (Davis-Stirling handout) (S. Moulton, S. Culcasi): Handout of Davis-Stirling and discussion of having attendees at meetings record meetings. SEMcC asked about the rationale. When a community member has a disagreement with minutes, the secretary would consult the recording to verify accuracy. SL keeps the recordings on file for the 90 days required by Civil Code. SM noted that on the Davis-Stirling discussion of this it

noted that members may feel inhibited about speaking up if they are being recorded and that there is no control over the disposition of independent recordings which can be edited. D-S recommends not recording for these reasons. We can discuss it at the Town Hall Meeting.

13. Annual Dues Increase discussion: SE noted dues have not been raised in 10 years; cost of living has gone up. It is fairly normal for cost of living increases to be between 1-3% annually. Beyond that it is the capacity of the organization to do its work. While the Board is volunteer, there is an increasing amount of work required which may not be sustainable. We also have a smaller membership so our revenue is not as high. She isn't sure our current structure is sustainable. SM noted the workload of the board has increased considerably. We should do a future projection to see what we cannot now do but that we should be doing. For a few of the board members the HOA has become an almost full-time job. Hiring some of this out would lighten the volunteer load. Tim McK, Sylvia Todd, and she put in hours of work every week. SEMcC spends a lot of time on the budget and books. SEMcC suggested beginning a Capital Campaign and tying a budget projection to the Strategic Plan as a goal. SM suggested we bring this up at our next Town Hall. TMcK asked if there was a legal cap to raising the fees. JP thought we have enough to do what we need to do. Discussion ongoing. DC commented that the TCCWD will be raising its costs and passing them on so increasing the annual dues may become too much for property owners.

14. Request to forgive past debts of Lee Drive residence. Moot since property closed.

15. Revised Camping Policy Forms: final ones on the website. SM suggested we have a bulletin board outside the office door with forms and other information, including hard copies of the camping policy.

16. Management recommendations: Lisa Krikos: SE noted we reported out last time. LK works for Union Pacific as VP. ST has corresponded with her for over a year; LK gave the board a presentation about a year ago. A month ago we got her insight and recommendations for our organization; decided Union Pacific wasn't a good fit for us. ST and SE are looking for other organizations with paralegal or legal insights to insure compliance and to get processes in place. Ongoing discussion.

17. Town Hall Saturday, November 19, 2016: Topic(s), location: 10:00-1:00 at the school, time. Include tape recordings of minutes.

18. **Strategic Planning Implementation:** Committees. Deferred

OLD BUSINESS

19. **Raising Annual Dues** (discussed)

20. **By-law Changes: Conformity with Davis-Stirling.** SEMcC suggested until we can change the, make our community aware of where there are differences.

21. **Set time and Agenda for November 12, 2016 meeting:** Clubhouse. Will count the ballots.

ADJOURNMENT

SEP 14 6 Candidates to follow the bo

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