

**Timber Ridge of Clermont County Homeowners' Association**  
**Annual Meeting of the Members**  
**Monday, October 27, 2025, at 7:00pm**  
**Heartland Christian Church**

Meeting Minutes

1. CALL TO ORDER

The meeting was called to order by Cassaundra Edwards at the location noted above at 7:03pm. Board Members in attendance were Anita Crowder, Ryan Wesseling, Bernie Kainec, Jennifer Sizemore. Cassaundra Edwards, the Association's attorney, was present.

2. PROOF OF NOTICE AND QUORUM

Cassaundra Edwards provided the proof of notice that was hand delivered on October 13, 2025 to all owners of record. The quorum of 51% is met with 135 Members being present in person or by proxy.

3. AMENDED BYLAW REVIEW

Cassaundra explained details of illegalities in our current Code of Regulations ("Bylaws"). She went on to give details of what changes were drafted for the Amended and Restated Bylaws.

4. HOMEOWNER FORUM

- a. A homeowner asked if the Bylaw document can be amended in the future, the answer is yes. The Amended Bylaws were drafted so the document can be amended by a majority of homeowners, period. Meaning it doesn't have to be amended by a majority of Members at an Annual Meeting. It can be amended by a door-to-door vote, mail-in voting, or at a special meeting.
- b. A homeowner asked what is the difference between the Bylaws and "Rules of the Neighborhood" meaning Covenants & Restrictions ("Declaration"). The Corporation operates through the Articles of Incorporation (on file with the state of Ohio), the Bylaws, the Declaration of Covenants, and a rules and regulation handbook (if applicable).
- c. A homeowner asked where the governing documents can be found. They are all available on our website at [www.timberridgeloveland.org](http://www.timberridgeloveland.org).
- d. A homeowner asked when the Board gained control of the bank account after the February 1, 2025 election. The Board gained control of the funds in March 2025.
- e. A homeowner asked for details about the unofficial website. Answers were given about when the site was created and how much was paid. The Board suspects the site will go offline after the one year expires.
- f. A homeowner asked if payment for assessments could ever be accepted online. The Board has discussed upgrading our website to do so in the future.

## 5. ELECTION OF TRUSTEES

The three year terms of Anita Crowder and Dennis Huffman (previously resigned) expired. Two nominations for the two open board seats were received prior to the meeting and the nominees' bios had been posted to the website. Susan Hunt and Elizabeth Johnson were both elected to the Board of Directors by secret written ballot. Ballots were tabulated and verified by Cassaundra and 1 Member volunteer.

## 6. BYLAW AMENDMENT VOTE

The motion to amend the Bylaws has passed. The vote was 132 in favor and 1 vote against.. Two Members in attendance did not cast a vote. Ballots were tabulated and verified by Cassaundra and 1 Member volunteer. The amended bylaws will be officially recorded and added to our official record, replacing the previous version.

## 7. REPORTS OF OFFICERS

### a. **Treasurer's Report**

- i. The budget for 2025:
  - 1. Cassaundra reviewed all the current legal invoices, redacted for privacy.
- ii. 2026 budget plan:
  - 1. Bernie expects legal fees moving forward to be a fraction of what was spent in 2025.
  - 2. Amendments to the current Covenants & Restrictions document.
  - 3. An invoice for the 2026 annual assessments will be mailed to every Member.
  - 4. Included with the 2026 invoice will be documentation supporting the operating budget and reserve study so everyone knows how the 2026 assessment was calculated.

## 8. ADJOURNMENT

There being no further business to be brought before the Board, the meeting was adjourned at 7:51pm. Motion to adjourn was seconded.

Respectfully Submitted by:

Jennifer Sizemore, Secretary TRCCHOA