

**Timberwood Trails
HOA Meeting**

**Minutes
2/23/2023**

Present: Steve Smith, Stacey Anderson, Mike Debo, Janelle Herrera

1. HOA Board Members
 - a. Who is leaving?
 - i. Jeremy Merriott, Frank Abohamde, Matthew McBride
 - ii. MAYBE Mike Debo
 - b. Roles & Responsibilities
 - i. Interest in adding a position under the Board that specifically handles the pool, motion passed
 - ii. Review duties of each position moving forward so that workload is distributed equally
 - c. Addressing vacancies
 - i. Nomination form, collect
 1. Will be sent out ASAP
 - ii. Send out info on nominees to residents
 1. Once nominations are in, send out via email to all
 - iii. Timeline for vote and how we will vote
 1. 7 days for nomination votes to be returned once forms are sent out
2. Budget Review
 - a. Set date for Budget Ratification Meeting
 - i. 3/8/2023
 - ii. Review and sign "Notice of Special Meeting of the Trustees of Timberwood Trails" so we can return to C&V so that they can send out invoices
 - b. Brief cover letter
 - i. "Based on costs last year and anticipated costs this year..."
3. Tax Filings
 - a. Person who had been doing them retired
 - b. City & Village recommended a firm called Devereaux & Associates
 - i. Will reach out to this firm and get the ball rolling
4. Assessment timeline
 - a. Form from City & Village needs to be signed/notarized and sent in
 - b. Assessments of \$400
 - c. Due May 1, 2023
5. Pool
 - a. County Health
 - i. Pool License

1. Liability Insurance
 2. Bloodborne Pathogens Certificate
- ii. The above forms need to be collected from Pro Pool and City & Village, and then submitted to County Health ASAP along with fee
6. Social Committee
 - a. Receipts
 - i. In interest of transparency, would request this moving forward
 - b. Budget
 - i. Has one been provided in prior years?
 - c. How are positions chosen? How many people are on the committee?
7. Other
 - a. No big capital improvements in the foreseeable future
 - b. Entrance Signs
 - i. Seems to be popular opinion that they need updating
 - ii. Destroying and fully replacing all 3 is cost prohibitive unless a special assessment is considered
 - iii. Seek estimates for updating the sign, lighting, and landscaping, while keeping the basic structure the same
 - iv. One idea is to have social committee sponsor a neighborhood event where residents can help redo the signs
 - c. Holiday lights need to be taken down throughout neighborhood if they are still up
 - d. Discussion on the pond area