**Timber Ridge Homeowners Association**

**Board of Directors Meeting Minutes**

**Saturday November 16, 2013 @ 10:00AM**

The meeting was called to order at 10:00 AM. Board members Carolyn Morton, Cynthia Portillo and Howard McCoy were present. Treasurer, Tim Royse was also present. There were no guests attending the meeting.

Minutes of the 9/21/13 meeting were approved.

Tim Royse presented the Treasurer’s Report for 10-4 13 to 11-16-13 and the report was approved.

Old Business:

* Prescott entrance-Howard has purchased the flag, however trees will need trimmed or smaller flag will be needed. Howard to take care of this.
* Corrected budget will go in the next newsletter.
* Update on Dues Collection – Twelve households remains unpaid. Two letters have been sent. Howard did not go door to door as discussed in the last meeting. Carolyn made a motion to contact a collection agency for assistance on the remaining dues unpaid. Cynthia seconded the motion. Motion carried. Tim to contact the collection agency for details on their process. Five homes already have liens filed and owe from 2012.
* Algae on ponds-seems to be managed, no current problems.
* Trees and weeds on Pond 3- Three bids were received for clean up around Pond 3. Howard made a motion to hire Huffs Tree Service to do the work. Carolyn seconded the motion. Motion carried. Cynthia will contact Huffs.
* Trees on 21st St-City of Wichita to trim trees. Howard has been in contact with the city; it will be next year before they will be able to do the work.
* Lights out at Prescott and Parkdale entrances-Carolyn contacted Light Bulbs, Etc and they fixed the main lights, they will also be working on the landscaping lights.
* Discussed boats still in driveways. Howard contacted the City about 11010 Cornelison. City is going to court with the homeowner over the boat. Cynthia to send a boat letter to homeowner at 1930 Parkdale Ct.

New Business:

* Mowing bids for 2014-Five bids received and reviewed. Howard motioned to hire Countryside Lawn and Tree Care for lawn services for 2014. They offered a competitive bid and have been good to work with this past year. Cynthia seconded the motion. Motion carried.
* 2014 Budget presented by Tim Royse, Treasurer. Howard motioned to approve the budget and Cynthia seconded.
* Transfer of funds to savings. Carolyn motioned to move $8,000 from checking to savings. Howard seconded the motion. Motion carried. Tim will have it moved.

New Business continued:

* Homeowner letter from Donna Blankenship questioning the validity of the late fees when sending a check for dues in November. A letter was prepared to send to the homeowner explaining that a change to the by-laws was proposed and approved by the homeowners. The homeowner thought the board had initiated the fees without the association’s consent. The board did not waive the late fees for the homeowner.
* HOA Newsletter goes out first of December. Newsletter will include the 2014 Budget, annual meeting information and a recap of the meeting minutes. Newsletter will remind homeowners to reference the website for HOA information, bylaws, and rules and regulations.
* Severe cracks on Parkdale Street. Howard contacted the city, they have plans to repair in 2014.

Homeowner Concerns:

* 2001 N Parkdale Ct-Neighbor concerns with debris in the front of house. Wood pallets and wood boxes sitting in the front of the garage of home for several weeks. Howard stated that the city (OCI) is going to court with this homeowner. No further letters from the HOA to be sent until court issue resolved.
* 1930 N Parkdale Ct – boat and utility trailer in driveway. Cynthia to send letter.
* Homeowner concern with weeping willow tree at pond 3 nearly falling off the bank. The bank has eroded badly under the tree and it is in danger of falling over into the pond. Board members Carolyn, Howard, and Cynthia walked around the area to inspect. Howard will contact someone about possible repair options. We would like to keep the tree if possible.

With no further business, the meeting adjourned at 11:20AM.

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Cynthia K Portillo, Secretary