



# Timber Hill Estates

Homeowners Association • Kansas City, Missouri  
President – Brigitte Doleshal • Vice President – Bret Voitenko  
Secretary/Treasurer – Amber Yarnevich • Members At Large – Kristi Powell & Mark Cooper

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## ANNUAL HOMEOWNERS MEETING MINUTES

December 7, 2011

Timber Hill Estates (THE) Annual Homeowners Association (HOA) Meeting was held at Villa Ventura on December 7, 2011, at 7:00 pm. Outgoing President Brent Parsons opened the meeting and welcomed everyone. The following topics were discussed and/or voted upon by the members present:

**FINANCIAL REPORT.** Mr. Clarence Foxworthy of the Homes Associations of Kansas City was introduced, and provided everyone with a copy of a Financial Summary for 2011.

Foxworthy briefly went over the Financial Summary. Parsons asked the members if they had any questions for Foxworthy regarding the financial report. The following topics were raised:

- Which HOA members have not paid their dues? Are liens against the property being pursued? There were five members as of today who were delinquent in payment of their annual dues. Two members were behind for several years, and liens have already been placed on their properties; therefore, there was no need to refile property liens. Liens had not been pursued yet on the other members for non-payment because they were only delinquent on the most recent years dues. **ADDITIONAL NOTE:** The amount of the non-payment is weighed against the cost of the legal fees of filing the property lien before the Board pursues a lien.
- Is the cost of water and the annual backflow device testing for the sprinkler system at the entrance included in the Grounds Maintenance Expense Item? No. The City of Kansas City is not currently billing the HOA for water, and does not have the backflow device registered. Previous Boards had contacted the City regarding this issue, and the City will not bill us because of issues with identifying a physical address for the entrance. The Board did not believe that any written letter from the City had been obtained stating they were not going to bill water. Concern was raised that the City could go back and demand payment for past water usage. Amber Yarnevich agreed to contact the City to try to resolve the water billing for the entrance and register the backflow device for annual testing.
- A member expressed concern that the HOA had enough money in reserve, and felt that annual dues could be lowered from the current \$360 per year. The Board felt that the amount of money in reserve was adequate, but that the amount of money coming in and going out justified the \$360 per year dues.
- Parsons stated that the Board had discussed replacing sidewalks at a few locations throughout the subdivision that were damaged, and this would lower the amount of money in reserve. However, the Board held off pursuing the repairs, because the tornadoes in Joplin had pulled many of the contractors away and it was difficult to get bids. The Board expressed a desire to continue pursuit of the sidewalk repairs now that several months have passed since they first attempted to get estimates. Mary DeBord raised concern of damaged curbs in front of her home caused by several home builders in the neighborhood dumping on her lot prior to

the construction of her home. DeBord felt that the HOA should repair damaged curbs too if they are going to repair sidewalks. There was some discussion that the repair of curbs had been done by the original contractor of the curbs a few years back as part of the warranty. Members present at the meeting were unsure if the repairs actually took place or were just discussed. **ADDITIONAL NOTE:** The Board discussed sidewalk & curb repair at a January 16, 2012, Board meeting and discovered that a 2008 Amendment to the Covenants stated that sidewalk repair was the responsibility of the homeowner. See the 01/16/2012 Board Meeting Minutes for more details.

**BOYSCOUT PROJECT IN CEMETERY.** Nick Wright of Boy Scout Troop 283 and his mother Leslie Wright were introduced, and gave a presentation regarding Nick's planned project for the Mount Pleasant Cemetery. Nick has contacted a company to do ground penetrating radar in the cemetery to try and locate unmarked gravesites. The company agreed to do the job at a discounted rate, and a donor volunteered to pay the difference. Nick was hopeful that they might find at least one gravesite. A member asked what were Nick's plans if a gravesite was located. Nick indicated that it would be marked by flags, but Nick's project did not include installation of any grave markers.

In addition to the ground penetrating radar, Nick with additional help would like to install two concrete pillars at the entrance to the cemetery with a bronze plaque indicating the Mount Pleasant Cemetery and Boy Scout project details. The concrete pillars were being donated, and look similar to other pillars placed along the Sante Fe Trail. Nick was requesting that the HOA agree to donate the money for the cost of the bronze plaque to be installed on the pillars. A couple options were presented for the sign. **The HOA moved and approved to allow for the installation of the concrete pillars at the entrance to the cemetery, and to donate approximately \$300 for one bronze plaque.** Nick's project must be complete by March 2012.

**PROPOSED AMENDMENT TO THE BY-LAWS.** HOA members recently received a handout placed in their mailboxes on December 4, 2011, regarding a proposal to amend the by-laws for the election of Board members with no distinct offices. Some HOA members present at the meeting did not receive a notice. It was also identified that the Board did not place this handout in members mailboxes; Charlotte Humphrey stated that she drafted the proposal and placed it members' mailboxes.

The Board stated that several proxy votes had been submitted, however voting by proxy on this item and an election of board members needed clarified in the by-laws. The current By-Laws were unclear whether proxy was allowed, when it was allowed, how it was to be conducted, and what percentage of the members were needed for it to pass.

**It was moved and approved that a By-Laws Committee be organized to address the approved change to the by-laws, concerns of proxy voting, and other possible updates that need to be made or clarified.** Volunteers that agreed to serve on the committee included: Brigitte Doleshal, Charlotte Humphrey, Paula Melton, Bob Ray, and Amber Yarnevich.

After discussion, **THE HOA members moved and approved to amend the By-Laws making “The election of Board members to include five members with NO distinct office designated.** However, the elected Board members are then responsible for determining who among them would hold each designated Officer position; each member will perform his or her duties and responsibilities as divided up among the new Board.” The motion passed with 18 votes in favor, and 4 votes against. It was noted that the newly organized By-Laws Committee would review the effects of this change on other parts of the By-Laws.

**ELECTION OF 2 NEW BOARD MEMBERS.** Two board member positions were up for election. The positions are to serve two years, and are currently being held by Brent Parsons and Brian Amick. Parsons stated that the only one nomination had been received to date, and that was for Brigitte Doleshal to serve as President. Amber Yarnevich volunteered to be nominated to serve on the Board. **THE HOA moved and approved that Doleshal and Yarnevich are to serve on the Board.**

**OPEN COMMUNICATION FROM THE BOARD.** Several members of the group expressed concerns of how the Board had been managing the business of the neighborhood. Most if not all of the members present felt that the Board needed to be more communicative with the HOA members and more open and accessible to what was going on in the neighborhood. The Board expressed that it has been difficult to get members involved and participating in meetings. It was suggested that additional HOA member meetings be held more often, and not just once meeting per year. It was also suggested that a newsletter be generated to keep members informed, and another survey may be beneficial to get ideas and direction from the members.

THE MEETING WAS ADJOURNED.

Final approval of these Meeting Minutes were approved by the following Board Members on March 5, 2012:

Brigitte Doleshal  
Bret Voitenko  
Amber Yarnevich  
Mark Cooper  
Kristi Powell