



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

THE BOARD MEETING MINUTES

January 16, 2012

Timber Hill Estates (THE) Homeowners Association (HOA) Board met at the Sand Trap on January 16, 2012, at 6:00 pm. In attendance were Brigitte Doleshal, Bret Voitenko, Amber Yarnevich, Mark Cooper, and Kristi Powell. The following topics were discussed and/or voted upon by the board members:

SNOW REMOVAL CONTRACT. The Board discussed the contract for snow removal. Mr. Torgeson has the contract. Brigitte asked if we had a copy of the contract. Kristi thought that it was in her paperwork at home. Brigitte stated that she had received a phone call from Margaret Wilson concerned about the salting of the neighborhood after the recent snow, and she felt it was not necessary. The Board discussed that salting had occurred twice after the snow, and felt that it was in fact necessary as the streets were slick enough to justify it. Brigitte will communicate back to Mrs. Wilson.

SIDEWALK & CURB REPAIR. The Board discussed previous attempts to get bids for sidewalk repair throughout the subdivision. Some sidewalks had become damaged in places due to settling of the ground. The previous Board members had attempted to get bids for repair, but at the time the Joplin tornado had recently occurred and it was difficult to get contractors to come out to do any estimates. Therefore, the previous Board had decided to potentially pursue the repairs at a later date. This was brought up at the Annual Homeowners Meeting in December along with Mary DeBord's concern of broken curbs. Bret, Mark, and Amber volunteered to walk the neighborhood to look at the damaged sidewalks and curbs and get two or three estimates to have them fixed. Amber will communicate back to Mrs. DeBord. After review of previous Amendments to THE Declaration and Covenants made on August 25, 2008, "Damage to sidewalks is the responsibility of the homeowners for repair." **The Board decided not to follow-up on any sidewalk repair, but will still follow-up and consider possible curb repairs.**

BOARD METHODS OF COMMUNICATION. The Board discussed discontinuing the practice of putting THE communication in homeowners' mailboxes. Concerns were brought up that information being placed in homeowners' mailboxes was unclear who it was coming from. In addition there was concerns raised about privacy of homeowners' mailboxes and opening others mailboxes is against U.S. Postal Service (USPS) laws. **The Board decided that communication would be done via email or mailed via USPS, and no longer placed in homeowners' mailboxes to protect homeowners' privacy.** Concerns of not having everyone's

email were raised, and it was suggested that email messages could include a reminder to ask everyone to share communication with those they know do not have email.

Brigitte stated that part of our services with the Homeowners Associations of Kansas City (HA-KC) include a Timber Hill Estates website. The Board can post minutes from our meetings, financial reports, agendas, and newsletters on this website for access by the homeowners. **The Board decided to utilize this website and post more information on it to improve communication with all homeowners.**

It was also suggested that the Board provide homeowners with an Agenda prior to our General Homeowners Meeting so that everyone will know what is being voted on and what we plan to discuss well in advance. **The Board agreed that Agenda's should be sent out prior to General Homeowners Meetings.**

ELECTION OF OFFICERS. During the General Homeowners Meeting in December 2011, the members present voted to elect who would serve on the Board, and to let the Board members decide who would be responsible for what duties. The Board assigned duties as follows: President is Brigitte, Vice President is Bret, Secretary & Treasurer is Amber, and Members At Large are Mark and Kristi.

BY-LAWS COMMITTEE. During the General Homeowners Meeting in December 2011, the members voted to establish a By-Laws Committee to review and make suggestions for updates of THE By-Laws. Members that expressed interest in participating on the committee were: Brigitte, Amber, Bob Ray, Charlotte Humphrey, and Paula Melton. The Board discussed a few items that might need to be addressed or discussed as possible changes to the by-laws included the following:

- Members vote on the Board members, and Board members designate duties;
- Proxy Voting Process;
- Have all the Board members serve two-year terms and stagger the terms;
- Amount of money the Board can spend on neighborhood needs without approval from the neighborhood. Five hundred dollar limit is an amount that has been previously discussed at previous General Homeowners Meetings;
- Creating an amount each Board member can spend on a meal during each Board meeting with a dollar limit set for each year. For example, \$10 per person per meeting not to exceed \$200 each calendar year;
- Define what percentage of resident constitutes a majority when voting on issues, updates to the by-laws, or due increases.

HOMEOWNERS ASSOCIATIONS OF KANSAS CITY (HA-KC). Amber asked for more details on what specific services the HA-KC provides for us, and suggested that other homeowners may have the same question. Amber suggested getting more details of the specific services that they provide us and putting that in an upcoming newsletter. Brigitte also suggested getting pamphlets from Mr. Foxworthy to help explain.

BOY SCOUT CEMETERY PROJECT – LEAF REMOVAL & CLEANUP. Mark had spoken with Leslie Wright, the mom of the Boy Scout Nick Wright that is heading up this project. Mark reported to the Board that the Boy Scout group had completed two full days of cleanup in the cemetery and that the two concrete posts at the entrance had been installed. Mark stated that the Boy Scout group had left a large pile of leaf debris bags at the entrance of the cemetery to be hauled away by the Homeowners Association. Amber expressed concern that this responsibility was not presented to the homeowners at the General Homeowners Meeting in December, and was not part of the deal. Mark agreed, and stated that this level of cleanup was only required in order for the company who would be doing the Ground Penetrating Radar looking for unmarked gravesite. Additionally, Mark stated there was also believed to be some dumping from homeowners or others going on in the cemetery. The Board agreed that leaving all the leaf debris there was not a good option because the bags will tear and break apart from the weather. It was also a concern of the Board that leaving the bags may tempt others to add to the very large pile, and create an unsightly dumping ground.

The Board discussed methods of leaf and limb debris removal including hauling to Suburban for \$1.50 per bag, contacting a lawn debris company for pickup, and utilizing dumpsters. Bret offered to split the cost to use a dumpster located at his home which he will not fill completely. Bret's company will issue an invoice for payment. The Board discussed that due to the large amount of debris another dumpster may be needed. **The Board agreed to pay approximately \$300 for dumpsters to remove the leaf and limb debris from the cemetery.** Bret and Mark volunteered to get a crew together to fill the dumpsters. **The Board also agreed to send communication to the homeowners about no more dumping in the cemetery.**

BOY SCOUT CEMETERY PROJECT – SIGNS. Mark reported to the Board that Leslie Wright, the Boy Scout's mom, had also expressed concern that the one bronze plaque that the homeowners voted to pay for at the General Meeting in December was going to significantly overhang the concrete pillar and two smaller bronze plaques would look better. Mark told Leslie to let him know the cost difference for two smaller bronze plaques instead of one larger bronze plaque, and that he would present the change to the Board.

NEIGHBORHOOD PICNIC. The Board discussed an interest in getting the neighborhood picnic up and going again this year. Amber asked if there was really enough neighborhood interest in having this picnic. Others on the Board felt there was enough interest and that the picnic was a great experience for the kids in the neighborhood. Possible dates were discussed, but nothing was finalized. The Board felt that early fall might be the best weather.

ESTABLISHING SINGLE EMAIL ADDRESS FOR BOARD. The Board discussed setting up an email address for THE Board so that neighbors could more easily contact the Board regardless of who was serving on the Board at the time. Amber suggested utilizing a free internet email service and having it forward to all of the Board members to maintain good

communication. Brigitte suggested contacting the HA-KC to see if they had a service they could offer the Board.

PREPARING A BUDGET. Brigitte suggested that the Board prepare a Budget. The Board agreed, but decided to table it until the next Board meeting.

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