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**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting  
January 21, 2012; 10:15 a.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Greg Ernst (Treasurer), Glenn Kraski (Secretary), Patti Gay-Buoy, Ian Lenon, and Donna Bellows

Minutes for the December 17, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Greg Ernst made a motion to accept the minutes as corrected. Patti Gay-Buoy seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Minutes for the January 6, 2012 executive board meeting were presented by Glenn Kraski. The meeting was called to deal with urgent financial issues prior to the mailing of annual statements to the members of Timberline Rim. Items had to be discussed in executive session because specific accounts were mentioned and employee issues were also discussed. The following items (very generalized) were addressed at the meeting:

1. 2012 dues for Timberline Rim Recreation Club and Timberline Rim Water Company. Increased each by \$25.00 per year because expenses have increased over the last 11 years.
2. Dealt with Recreation Club and Water Company employee reimbursement issues.
3. Discussed alternatives to current collection policies and ways to change those policies to be more reasonable in how collection efforts would be initiated on delinquent accounts.
4. Discussed how much the current previous collection policy had allowed lawyers to charge significant amounts of money in an effort to collect what would be considered minimal to moderate amounts past due.
5. Amended the 2007 collection policy from time-triggered to dollar-triggered and the board would have more oversight of the collection process. Also, the lawyers (if we continue with that type of collection) would be directed by the board president in writing on how to proceed with accounts that they would be asked to handle.
6. Small fees (late/statement) would be charged monthly rather than a lien being placed on a property until a specified dollar amount is reached.
7. Addressed attorney letters which stated that they would start action on certain accounts unless the board responded in a very short period of time (by that evening). An email was drafted and sent that evening to the attorneys to delay any further billable action until the board could review the issue more thoroughly.
8. Motions that do not specify individuals or accounts:
  - a. Approved a motion to raise annual dues for the Recreation Club and the Water Company each by \$25.00 per year, starting with the 2012 annual dues. All board members present voted in favor.
  - b. Approved a motion to amend the 2007 Board Resolution Collection of Assessments; Enforcement as discussed during the meeting. All board members voted in favor.
  - c. Approved a motion to send a letter (email) to the attorneys to halt all billable collection activities until further review by the board. All board members present voted in favor.

Patti Gay-Buoy made a motion to accept the executive board meeting minutes as corrected. Greg Ernst seconded the motion. All board members voted in favor.

**Staff and committee reports:**

Discussion was held why the dues were raised. It was not due solely to the number of delinquent accounts Timberline Rim currently faces. Over the years the amount of dues money that carried over into the next year has decreased for various reasons (some of which are: unexpected expenses, employee costs, attorney costs) until we are now bringing in less money than is being spent.

**Architectural Committee** report presented by Dave Creech.

- Report is for December and first part of January.
- One roof replacement approved, two decks, one garage, four tree removals, one Chinese tea house, one hot tub, and one outbuilding.
- Don Shay asked whether Jeanne would be continuing on the Arch committee. It looks like she will not remain on the committee. Need to get it in writing.
- A lengthy discussion was held about whether the task of writing letters should continue to be paid. Consensus seemed to be that it could be handled by a volunteer. Audrey is a possible candidate for the interim until a person volunteers.

**Water and Facilities** report presented by Audrey Edwards.

- It's time to start looking at the pool again.
- To save money, should Timberline Rim just purchase a pool pump rather than having someone come out and evaluate the entire system? Discussion was held about if it is worth having someone look at it.
- Still should have a professional come out and evaluate the full system so that we can have an informed opinion of what needs to be done. That would help with budgeting the money necessary so that the work can be done.
- The current pump definitely needs to be replaced—it's dead. And there is only one pump available that will meet current regulations.
- A check valve would help with priming the pump.
- The pump will need to be replaced by March so that chemicals can be added/circulated for the pool.
- Burn pile road is gone again—a larger culvert may help.
- Passed out an information sheet about Timberline Rim water usage.
- Telemetry problems are all fixed and everything seems to be working well.
- Received DVD for the tank cleaning. The floor and walls were rated 9 or 10 and there were no suggestions for improving the water tank.
- Working on updating Timberline Rim emergency plan.

Patti Gay-Buoy left at 12:00 p.m.

**Office** report presented by Cathy Coogan.

Brought some water contracts for outside customers for the board to review. Rates were raised 10%.

- Discussed one outside customer group which has been regularly delinquent; perhaps require full payment up front. Is supposed to have an individual representing all users and making one payment to Timberline Rim, but that person has not been very responsible in paying without being personally contacted for the payment.

- Discussion was held about possible ways of dealing with the situation. They are a source of revenue so we should keep them as a customer if possible.

- Subject then turned to Timberline Rim collections policy and alternatives when dealing with delinquent member dues. Small claims court may be more effective (and definitely less costly) than the current method of using lawyers.
- In February after the due date is up for the first payment, some water letters will have to be sent out.

**Amended Collections Policy.**

- The amended collection resolution was read, discussed, and corrections made.
- Greg Ernst made a motion to accept the wording of the amended collection resolution previously approved in the executive board meeting as corrected in the current board meeting and that it take effect immediately. Shannon Herman seconded the motion. All board members voted in favor.
- A copy of the amended collection resolution will be posted on timrimcommunity.org.
- Discussion was held about how to deal with current delinquent accounts. Ian Lenon and Patti Gay-Buoy will look into the possibility of using small claims court for collections.
- Question was asked about whether or not to look into the other collections company previously contacted for information. Ian should be looking into it also.

**Treasurer** report presented by Greg Ernst.

- Employee handbook update. Has been sidetracked due to collection policy issues.
- Need to have a meeting of the board members to discuss the 2012 budget. Have two years of previous budget to help analyze and come up with current budget. Will meet at Greg Ernst's house this coming Thursday, January 26th at 7:00 p.m. to work on the 2012 budget. No votes or official board actions/motions will take place.
- Insurance agent has presented an insurance policy that covers landslide, flood, and earthquake that could be used until sufficient reserve funds can be saved in case of catastrophic damage to the water tank or other major infrastructure.
- Approximate operating capital: Recreation Club is \$14,000 and Water Company is \$4000.
- Approximate liquid assets: Recreation Club is \$65,500 and Water Company is \$234,000.

**Common Area** report.

- Vacant position, no report.
- Discussion was held about current state of the river, permits, etc. Clackamas County Water Environment Services trucks were making frequent trips to the sewer station at Division 5 because of high water, but there was no actual flood event.
- Discussed ways of using trees along the bank to help reduce/prevent further erosion of the bank

**Fire Safety Committee** report.

- No report.

**CC&R Committee** report.

- No report.

**Maintenance Committee** report.

- Vacant position, no report.

**Security** report.

- Not currently active, no report.

**Old Business:**

Employee handbook already discussed.

**New Business:**

**Sandy River conditions**

Because of past criticism about not having sufficient communication about flood events, Don Shay did

send out an email during the last high water event. He has been monitoring the NOAA and other websites, but they are not totally reliable for predicting river water height on the Sandy.

Question was asked about line item of \$2200 in last year's budget. Determined to be fee to have

engineering firm to come out after last year's flooding.

**Bad Debt Write Off Reconciliation**

There was a lot of confusion about the detailed listing of six accounts that were written off in 2010 after the new board was in place. Attorney fees were not separated out so that it could be clearly understood how much of the amount owed was actually paid to the attorneys and how much was originally owed for membership dues. Because of this it was not evident that Timberline Rim was paying large amounts of money for collection of relatively small amounts owed.

Certain statements made to the board also made it seem as if the current situation of paying attorney fees up front was unusual. However, the board resolution of 2007 set the attorney collection process in place, so it has been the same for more than four years.

**Executive Session called at 1:25 p.m.**

**Summary of motions made and approved:**

9. Motion to accept December 2011 board meeting minutes as corrected. All board members present voted in favor.

10. Motion to accept January 6, 2012 executive board meeting minutes. All board members present

voted in favor.

11. Motion to accept corrected wording for amended collection resolution and that it take effect immediately. All board members present voted in favor.

Respectfully Submitted,  
Glenn Kraski, Secretary

**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting**

**February 18, 2012; 10:30 a.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Greg Ernst

(Treasurer), Glenn Kraski (Secretary), Ian Lenon

Minutes for the January 21, 2012 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Greg Ernst made a motion to accept the minutes as corrected. Ian Lenon

seconded the motion. All board members voted in favor of accepting the minutes as corrected. Minutes for the January 21, 2012 executive board meeting were presented by Glenn Kraski. The meeting was called to deal with legal and personnel issues. Items had to be discussed in executive session because specific accounts were mentioned and employee issues were also discussed. The following items (very generalized) were addressed at the meeting:

9. Further discussion of the collections policy was held concerning the review of specific member

accounts originally presented to the board after the resignation of the certain previous board members in 2010. At that time the accounts had been presented to the board as being “uncollectable” but the breakdown of legal fees and member dues was not obvious to the board. After current review/investigation it has been determined that the majority of what was owed to Timberline Rim consisted of legal/collection fees, not membership dues. This reinforces the belief by board members that the lawyers, who charge Timberline Rim up front for each legal process, have not been very successful in collection of what it costs Timberline Rim to collect amounts past due.

10. Discussed Recreation Club and Water Company employee compensation issues.

11. No motions or resolutions were made.

The board members will review the minutes and discuss/approve at a later time.

**Building Request/Variance:**

A building request was presented to the board by the owner of lot 462 in Division 5. He was seeking a

variance to allow a 16-foot wide garage to be built adjacent to his house where a shed had previously

been in place. The architectural committee wanted the board to make final decision on the request.

1. The garage would be closer than five feet to the property line (the closest dimension would be just over three feet from the common area property line.

2. The property line is adjacent to a very wide section of Timberline Rim common area.

3. The structure would be totally on private property.

4. He had spoken with his neighbors to see if they had any concerns about the garage. No neighbors are directly impacted.

5. Will be built to match the rest of the house so that it would look like it was part of the original construction.

After board review, Greg Ernst made a motion to accept the application for a variance for the construction

of the garage. Ian Lenon seconded the motion. All board members voted in favor.

**Neighborhood Watch:**

A member (lot 278) gave a brief presentation about and need for a neighborhood watch.

Discussion was

held about interest in Timberline Rim and the possibility of each neighborhood setting up its own local watch, because Timberline Rim as a whole is too large for it to work properly.

1. There is a growing number of foreclosed homes (targets for vandalism or squatters).
2. Need to find people willing to help start a watch in each interested neighborhood.
3. Can get replacement neighborhood watch signs.
4. The board will assist in spreading the information.
5. Can get crime prevention officer to come out and give presentation to interested members.

#### **Staff and committee reports:**

**Architectural Committee** report presented by Audrey Edwards.

- Two disorderly lots. One has until the 23rd to get it cleaned up, or it will be done for them. Can take action now that proper notice was sent to the last known owner of the property. Needs to be cleaned up now and then the new owner can be billed for the costs later. The board directed that the trash cleanup should be done as soon as possible.
- The other disorderly lot is in Division 5 with possible squatters in it. Jack has previously talked with them. Currently trying to find people who are responsible for the property—it was seized by the federal government. Audrey had been given the name of a possible contact.
- Other items: one tree removal approved, one deck roof approved, and the variance that was just presented to the board.
- The Arch committee needs to take photos of the house in Division 5 so they can be sent to the county.

**Water and Facilities** report presented by Audrey Edwards.

- Talked with a company about the swimming pool. They sent out a representative who made the following recommendations:
  1. Replace current pump with new pump compatible with the hydrostatic relief valve (which keeps pool from floating if the pool is drained). Cost: \$1699. Can find online for \$1100. May be able to get them to match the online price.
  2. Saw no advantage to switching to 3-phase power if it wasn't already installed.
  3. The sand filter medium works well, but could be replaced with a glass filter medium. Audrey could not find information online for the specific glass product. Do not need to make any changes immediately.
  4. Multi-port valve needs to be replaced at the same time as the pump.
  5. Pool needs to be re-plastered, sooner rather than later. Has names of people who can do the work.
  6. Approximate cost of pump and valve (including electrical panel replacement): \$1712.
- Discussion followed about the pump, valve, and the sand filter.
- Will the new pump and/or filter increase the pool capacity? Not positive, but most likely it will since it is new.
- The board approved the pump and valve replacement.
- Audrey recommended that borax be used in place of the more expensive optimizer which helps maintain the pool pH.
- Pool cover needs to be replaced; it is ripped and probably cannot be repaired. It has been in use for more than 10 years. May cost \$2000-\$4000 but it should last for many years.
- Burn pile is open again. Clackamas County spread about five yards of rock on the road to the burn pile.
- Asked for permission to put the fence/barrier along the river. Also drill the holes for the tennis court to be re-fenced.
- Discussed how Water Environment Services puts treated waste water into the Sandy. They

had asked to speak at the January board meeting, but they changed their minds and they have not rescheduled for a future meeting.

- The annual OAWU water conference is coming up March 5th. Audrey requested that Timberline Rim pay for half the cost of attending the conference. She also wanted to take part of the time for personal vacation, but would pay expenses for that time. She can audit one class for free on Monday.
- Sleepy Hollow is willing to pay the other half of the costs. Timberline Rim cost is \$500.00 plus mileage (if Sleepy Hollow also pays half the mileage) then the total cost would be about \$600.

- Discussion followed about the value of the conference and mileage reimbursement. Audrey believed that it would be worthwhile for her to attend because of the networking, information, and training.

- Question was asked if Timberline Rim can afford to spend the money on the conference as well as do all the pool maintenance that needs to be done?

- Greg Ernst also asked Audrey to find out how other water companies handle reserves needed for major repairs/catastrophic events. Do they have supplemental insurance? Have people there review our water tank specs to get an idea of how much it would cost to repair/replace it and the water crossing.

- The board approved sending Audrey to the conference, including round trip mileage, if Sleepy Hollow pays half of the cost.

**Outside water user contracts.**

- Ian Lenon briefly discussed the outside water user contracts. The negative language needs to be removed. The contracts state the consequences of not paying on time. If the payments are then not made on time, letters can be sent to them charging the late fees.

The issue of paychecks was brought up: paychecks/direct deposits are now issued every two weeks.

Audrey brought up the subject of employee compensation, but any further discussion was stopped.

Further discussion needed to be pursued in Executive Session which was started immediately (12:45

p.m.).

Executive session ended (1:23 p.m.) and regular board meeting resumed.

**Office** report presented by Cathy Coogan.

- Greg Ernst is making himself available to review checks for paying bills each week and to review payroll every two weeks.

- Will have financial review done by O'Hanlon.

- Will have Kim Dowsett do the taxes.

- Quail Oaks Financial has raised hourly rate from \$45.00/hour to \$55.00/hour.

- Quick review of independent contractor agreement from Quail Oaks Financial showed nothing unusual.

**Treasurer** report presented by Greg Ernst.

- Worked on the budget but did not have an accurate income values.

- Had one official complaint about the increase in dues.
- Payments have been good for January and February.  
Recreation Club: January= \$27,857; February= \$34,979; Total= \$62,836.  
Water Company (approx.): January= \$26,000; February= \$38,000; Approx. Total= 64,000.
- Deb will be moving the pool employees up next to the regular employees to make it easier to see employee expenses.
- Collection policy update. Don Shay reiterated that the attorneys were informed that they were not to take any billable actions. They have had virtually no success, either in the past or at the present, in collecting past due amounts on delinquent accounts.
- Don Shay is busy with so many other projects that he will be unable to help with the employee handbook. He felt that Greg Ernst could be the main person to work on the handbook. Greg said that if he had a couple of others to help with the handbook it could be done fairly quickly.

**Common Area** report.

- Vacant position, no report.

**Fire Safety Committee** report.

- No report.

**CC&R Committee** report.

- No report.

**Maintenance Committee** report.

- Vacant position, no report.
- Don Shay reminded Audrey that she needs to include the water crossing in the maintenance policy for the water company. Need to have a maintenance policy for the water crossing to meet FEMA requirements.

- Audrey brought up that she needs to replace some meter lids. Probably will cost about \$400. Had previously discussed needing to buy supplies and these should be considered part of normal operating costs.

**Security** report.

- Not currently active, no report.

**New Business:**

**Sandy River situation**

Audrey Edwards spoke briefly about a meeting with representatives from the Sandy River Basin Watershed Council and the Columbia Land Trust. The Sandy River Basin Watershed Council had been in communication with the Columbia Land Trust about the possibility of opening up the side channel but during their visit there wasn't specific discussion of what specifically can be done.

**Meeting adjourned 2:20 p.m.**

**Summary of motions made and approved:**

12. Motion to approve the January 2012 regular board meeting minutes. All board members present voted in favor.
13. Motion to approve the construction variance for a garage on lot 462 in Division 5. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary

**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting  
March 17, 2012; 10:10 a.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Glenn Kraski (Secretary), and Donna Bellows. Ian Lenon arrived at 10:41 a.m.

Minutes for the February 18, 2012 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Shannon Herman seconded the motion. All board members present voted in favor of accepting the minutes as corrected

**Staff and committee reports:**

**Architectural Committee** report presented by Dave Creech.

- Requests: one hot tub, three tree removal, and one drainage.
- Don Shay asked about the progress of the construction in Division5 that had been approved for a variance.
- Don Shay also mentioned that Dave Creech had made a request for roofing for a porch area, but it was presented to the board for review rather than through the architectural committee since he is a member of the committee. Don Shay, after consulting other board members, had approved the request.
- Question was asked if Jeanne Woodfin was no longer active on the architectural committee. She is no longer active, but apparently will not be submitting anything in writing stating so. Need to find another volunteer for the Arch committee.

**Water and Facilities** report presented by Audrey Edwards.

- Some items from the OAWU conference Audrey attended:
  7. Reverse 911. It can be used to inform members in the event of flooding or other important notifications. Would require an inter-governmental agreement between Timberline Rim and Clackamas County. Would need to send them a list of telephone numbers to be contacted. It is an automated system and would be approximately \$15.00 for 150 calls. It is a very inexpensive way to contact members with information needed by the community (including water system issues). Board recommended that it be looked into further because it would be very useful for our community.
  8. Company that bought out the manufacturer of our fire hydrants can still supply “soft” parts for the hydrants (O-rings, etc.) to maintain our older fire hydrants. If the hardware fails (or is damaged) then Timberline Rim would need to buy an entire hydrant.
  9. Water rights. Timberline Rim is considered a quasi-municipal system and is operating on a permit basis. The requirements can change and Timberline Rim needs to meet the changing requirements for the license.
  10. Audrey was asked to find out replacement cost for our water tank. It is approximately \$1.50 per gallon which equates to \$375000. Question was asked if that includes the footing/support for the tank. It probably does but it is not certain.
  11. Water company reserves. Some companies put a surcharge on the bill that goes directly to a reserve fund. A possibility would to have a monthly surcharge for a limited time, such as \$10.00 per month for five years. That would build up a reserve fund fairly quickly (\$48,000 per year), but that still is not sufficient to meet possible replacement of the water

crossing or the water tank.

12. Water rate study would cost between \$3000 to \$6000 to look at future needs and recommend appropriate water rates.

- Insurance Service Office (ISO) sent a letter to Timberline Rim. They looked at Hoodland Fire Department (coverage area, response time, number of available fire hydrants, etc.) and rated them 6 out of 10 (lower than last time). This could affect insurance rates. Hoodland Fire is protesting the ruling. Since this is for the entire area Hoodland serves there is not much Timberline Rim can do to improve the rating.
- Question was asked if the insurance company reimbursed Timberline Rim for the hydrant that had been broken. Due to circumstances (the actual incident was not directly observed and the vehicle driver denied that he had hit the hydrant) the insurance would not cover the damage..
- Discussed possibility of putting in a new well in Division 5 as an emergency source of water. Cost to put in a well on the south side of the Sandy River would be much cheaper than running another river crossing if that became necessary. However, the water rights for such a well would be based on when Timberline Rim got its water rights and thus could be forced to shut down if the water table dropped significantly affecting other people who have rights older than Timberline Rim.
- Water crossing cannot be insured according to our insurance agent. Question was asked about other insurance (Lloyds of London?). Need to investigate further to make sure that as much of the water system as possible is properly insured.
- BR&D has not paid their water bill yet. A bill was sent to all users, but no response.
- Hoodvale is complaining about the cost of water and would like their water rates to be reduced because they think that their insurance rates on their water system may increase. They could put in their own wells if they don't want to pay our rates. The board does not think that it would be fair to decrease their rates while raising Timberline Rim's rates for its members.
- The utility room heat is coming out an old heating system intake which ends up heating the floor space and under the lodge. Took care of the heat loss problem.
- New pool pump should arrive next week. Total cost was \$1010. Same pump as previously installed. Gene can get the electrical panel ready. Can pick up a replacement valve while taking in water samples.
- Have a chance to pick up larger sand filters very inexpensively. Need to see if they will fit
- Do not need a Certified Pool Operator (CPO) for our pool. Audrey's certification has lapsed because she had to keep up with her WD-1 certification and it deals with the same chemicals, etc.
- Health inspector says that our pool is one of the top in the county in its class. They use our recordkeeping as a model. The inspector's grandson lives in the Rim and the inspector is very familiar with our pool.
- Question was asked about the CPO not being needed. Audrey said that Oregon does not require it for our pool. She will double check, but she does not believe it applies except for commercial pools. The health inspector has never mentioned that it was a requirement for Timberline Rim.
- Linda is very knowledgeable about maintaining the chemistry for the pool.
- Bagged up the garbage on a foreclosed lot. Asked whether Timberline Rim should pay to move it or put it behind the fence and wait for the bank to take care of it. Trying to determine exactly who to deal with concerning the garbage. Need to clean it up whether or not we can

identify who to charge the cost to in the future. It is not proper to leave garbage sitting in an abandoned lot. Asked if it was possible for Timberline Rim to get a drop box and get it hauled away quickly. Ian thinks that it is possibly 2-1/2 to 3 full-size pickup loads which would cost less than \$60.00 to haul to the dump. Don thinks that it is approximately four yards.

- We do not want the garbage thrown behind the fence even though it might be only two weeks before the bank would be willing to clean it up (which isn't a sure thing). With warm weather coming two weeks is too long a time to wait. The board directed Audrey to clean up the garbage at Timberline Rim expense and we will bill the bank for the cost.

- The problem house in Division 5 (another house with mounds of garbage) hopefully will be taken care of soon. The Treasury Department has given the occupants notice to vacate and they should be cleaning up the pile of garbage soon.

**Office** report presented by Cathy Coogan.

- The lawyers are charging Timberline Rim for a letter sent to Timberline Rim after the board had given the lawyers explicit instructions that they were to take NO billable collection actions without express consent of the board. The letter (concerning collections on past due accounts) was sent to Timberline Rim after they had received those instructions and they were billing Timberline Rim more than \$100.00 for the letter detailing the status of the accounts. Discussion followed concerning the collections policy using the lawyers—they have been totally unsuccessful in collecting any money from past due accounts and they had been directed not to do anything concerning collections that would be billable to Timberline Rim. Cathy was directed to take no action concerning the letter.

- Attorney Stephen Russell wished to know if he should still be sending Trustee's Notice of Sale to Timberline Rim for foreclosures. Cathy had told him that we receive the same information from other sources and he wanted to verify that he should not continue.

- Discussed late charge for past due accounts. There are costs to sending out letters to collect the past due accounts, which is the primary reason for charging a late fee. Guideline should be reasonable amount past due for charging the \$5.00 late fee.

- Collections report was included in the board packets showing past due accounts that would be charged the \$5.00 late fee. Also listed accounts that are approaching the dollar amounts that would trigger the next step for collecting the past due amounts.

- O'Hanlon's office will charge \$1200 for each corporation for the financial review (up \$100.00 per corporation from last year).

**Treasurer** report.

- Approximate operating capital: Recreation Club is \$72,100 and Water Company is \$52,000.

- Approximate liquid assets: Recreation Club is \$122,700 and Water Company is \$290,800.

**Common Area** report.

- Vacant position, no report.

**Fire Safety Committee** report presented by Don Shay.

- ODF wants to get together with Timberline Rim to see what the next step is for fuel reduction. Don does not see how Timberline Rim can do anything if it is going to cost the Rim money. Will still meet with ODF to see what options are available. Right now there is no money in the budget for cleanup.

- Vacant lot cleanup would require volunteers to do the work and then ODF might contribute toward or pay the entire cost of chipping.

**CC&R Committee** report.

- No report.

**Maintenance Committee** report. Position not filled.

- Don Shay stated that Craig Brooks had suggested that the board put together a maintenance review committee to evaluate the needs of Timberline Rim.
- Don Shay suggested that we get a board member or two together with Mr. Brooks to form a maintenance committee.
- Board members believe that this is a necessity and should be a priority. Don suggested that Ian be involved with such a committee and Ian said that he would participate.

- Question was asked about the tennis court fence and barrier for the river. The answer was that nothing had been done yet. Don Shay thought that the board had approved tennis court repairs (including erecting the fence for the tennis court).
- Need to get the tennis court fenced and a river barricade installed. River barricade should be highest priority due to the danger of someone going over the bank.
- Discussion followed concerning the type and color of the barrier to put along the river bank. Before any money is spent for the barrier or tennis court the design and cost need to be presented to the board for approval. Need to work at keeping costs down as much as possible.
- Employees need to do as much of the work as possible rather than hiring outside contractors.
- Concerning the barrier, need to make sure that it is sufficient to stop small children from easily getting to the river.

**Security** report.

- No report.

**New Business:**

**Lodge Propane Stove**

A lot owner has offered \$300.00 for the stove in the lodge. The front glass is broken and the stove cannot be properly installed in the lodge. The board agreed to sell the stove.

Need to go into executive session to discuss personnel issues

**Started the executive session at 12:30 p.m.**

**Meeting adjourned 2:00 p.m.**

**Summary of motions made and approved during regular session:**

14. Motion to approve the February 2012 regular board meeting minutes. All board members present voted in favor.

**Summary of motions made and approved during the executive session:**

1. No motions were made during the executive session.

Respectfully Submitted,

Glenn Kraski, Secretary

## Timberline Rim Board Meeting

June 28, 2012 6:21 p.m.

Board Members present: Don Shay (President), Greg Ernst (Treasurer), Ian Lennon, Patti Gay-Buoy

A quorum was established

No minutes for the previous board meetings were available.

Staff and committee reports

Architectural Committee – report presented by Audrey Edwards

- Resident (lot 462) requested board consideration to approve paint color, previously disallowed by ARC. Board was presented with paint chips and picture – approved 4 – 0 to allow member to use exterior paint color presented
- Peacock damage (Lot 427) – confirmed this is beyond board purview, members should contact animal control
- Aggressive dog complaint – letters sent to dog owners. Members should contact animal control if aggressive dog continues to be a problem
- Lot 118 is now cleaned up and we will work with owner to keep it clean
- Fence backing Barlow Trail Road- stop work order lifted, provided owner keeps balance of fence at or below the 6' maximum height. ARCH to follow-up

Water Company – report presented by Audrey Edwards

- Radio issues persist. Our radios can be calibrated at cost of \$250/radio (x's 4). We own 2 radios and borrowed 2 which could be purchased
- Board suggested radios be sent directly to manufacturer for recalibration, if necessary

Facilities Manager – report presented by Audrey Edwards

- Upcoming 4th of July festival, need volunteers, board approved an extra contribution of \$750 to cover anticipated attendance
- Suggest we have recorded music instead of hiring live entertainment

Office Report – report presented by Cathy Coogan

- Meadow Crest Dr. property foreclosed, resident moved out and left big mess. Listing agent contacted and told to get bank to clean up trash
- Fir Tree Way property junk on lot, contact owner to clean up
- Owners with repeat offenses will be fined immediately
- Collections report – board voted to send letters to owners with arrears
- Finance charges requested to be waived by Lot 76, board voted to waive fees
- Lien filing paperwork, okay to add Water Company to form

Treasurer Report – report presented by Greg Ernst

- Budget for Rec club to be corrected
- Payroll overages to employee pay to be addressed

- Employee handbook – still in the works, Glenn Kraski a big part of rewrite

Common Area Report – No report position vacant

Fire & Safety Report – report presented by Don Shay

- Fuels reduction program. Tim Rim finances not good to pay for this year's chipping, etc. may be able to offer assistance for special needs

CC&R Re-write – report presented by Don Shay

- Only portion of the re-write that still needs input is the "rental policy". All suggestions should be sent to Don or Glenn.

Maintenance Committee – No report position vacant

New Business

- Anonyms complaints – Anyone who files a complaint against another member is asked to sign the complaint form. Their identity will not be divulged unless they agree.

Meeting adjourned 9:16 p.m.

**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting**

**July 26, 2012; 6:17 p.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Greg Ernst (Treasurer), Glenn Kraski (Secretary), Patti Gay-Buoy, Ian Lenon, and Donna Bellows.

A quorum was established.

No minutes were presented for the June 2012 board meeting.

Don Shay explained that the board had met in emergency executive session on Wednesday, July 25, 2012 to discuss the financial situation of Timberline Rim Water Company and Timberline Rim Recreation Club. At that meeting the following motion was made and seconded: Eliminate the water distribution operator position for Timberline Rim Water Company and eliminate the facilities manager position for Timberline Rim Recreation Club.

After discussion, all board members voted in favor. Audrey will receive a letter of recommendation if requested to help her in a job search. Elimination of the positions should not prevent her from applying for unemployment benefits, and the board made provision for severance pay.

Don Shay then introduced Phillip Merrill of Merrill Water Systems LLC. He has years of experience working with various water systems (design, drilling, operating).

- Don discussed Mr. Merrill's qualifications and some concerns that had been expressed after his evaluation of the water system. He will be responsible for the operation of the water system and all required tests. However, Don wanted to make it clear that Mr. Merrill does not have control of nor is responsible for the quality of the naturally occurring water in the ground, only the quality of it after it has entered the Timberline Rim water system.

- Mr. Merrill presented his background and qualifications for being able to manage the Timberline Rim water system. He has worked with drilling wells for many years. Since 1997 he has worked full time designing and installing water systems and is fully qualified to operate a water system the size at Timberline Rim.

Among the services he will provide:

- Monitor the system remotely five times per day, seven days per week
- Comply with all government testing/reporting
- Give the board periodic recommendations/advice concerning present and future water system needs
- Provide technical advice to maintenance personnel

When asked, Mr. Merrill did reassure members that he did not believe in continuous chlorination, but would chlorinate the water system only as required by circumstances (hydrant testing) or water quality test results. He lives a little over an hour's drive away, but more immediate on-site contact will be provided by Jack Gann and Gene Bloodworth.

Mr. Merrill presented a contract for board consideration. The initial contract would be for one year, with an extension for five years if agreed to by both parties. Monthly fee is \$2050.00. To codify the motion made in the executive board meeting, Don Shay made the motion to eliminate the water distribution operator position for Timberline Rim Water Company and

eliminate the facilities manager position for Timberline Rim Recreation Club. Patti Gay-Buoy seconded the motion. All board members voted in favor.

Don Shay made a motion to accept Mr. Merrill's contract as presented to the board, effective immediately.

Patti Gay-Buoy seconded the motion. All board members voted in favor.

#### **Staff and committee reports:**

##### **Architectural Committee** report.

- Requests: painting - 5; storage building - 2; fence - 2; gate - 1; tree removal - 2.
- Updated the fence stop work status.

##### **Office** report.

- Water shutoff scheduled for August 1st.
- Four 2nd past due notices scheduled for August 1st.
- Listed possible accounts that might be successfully pursued in small claims court.
- Bottanini, Gallucci & O'Hanlon still working on annual review. Some delay due to second surgery.
- Requested temporary office assistant to prepare for annual meeting.

##### **Water and Facilities** report.

- Discussed tennis court. Might not be able to buy coating directly, but may have to go through contractor. Shipping would be very expensive. Probably best to wait until next year to work on the tennis court now that summer is nearly over.
- Discussed water system radios.

##### **Treasurer** report.

- Approximate operating capital: Recreation Club is \$69,905 and Water Company is \$38,500.
- Approximate liquid assets: Recreation Club is \$125,000 and Water Company is \$280,000.

##### **Common Area** report.

- Vacant position, no report.

##### **Fire Safety Committee.**

- Don Shay spoke with ODF. They would like to do more work, but all that is left are the undeveloped private lots which they cannot work on directly. They could still participate in cost share in the form of chipping of cleared materials.

##### **CC&R Committee** report.

- Would like to have a draft available for the annual meeting. The only issue that requires more work appears to be wording to deal with renters and member responsibility for renter compliance with CC&Rs.

##### **Maintenance Committee** report.

- Vacant position, no report.

##### **New Business:**

##### **The blue house**

There are concerns about the color of a house in Division 5. After approval by the board the paint on the house turned out to be a very bright blue—much different than the board imagined it would be based on the color sample submitted to the board. One factor may be that the paint appears to be higher gloss than was presented, which could affect how it looks after application. It would not be right for the board to rescind its permission after the fact now that the house has already been painted (if the color is what was approved).

A great deal of discussion followed, including reading of a letter sent to the board complaining about the color of the house and concern among the neighbors. Shannon Herman volunteered to compare the paint sample directly with the color on the house to verify that the color used actually matches the paint sample presented to board for approval. The board will then have to consider what, if anything, should be done.

**Meeting adjourned 7:30 p.m.**

**Summary of motions made and approved:**

15. Motion to eliminate the water distribution operator position for Timberline Rim Water Company and eliminate the facilities manager position for Timberline Rim Recreation Club. All board members voted in favor.
16. Motion to approve the contract for Mr. Merrill to perform the water distribution operator duties for the next year. All board members voted in favor.

Respectfully Submitted,  
Glenn Kraski, Secretary

**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting**

**August 30, 2012; 6:15 p.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Glenn Kraski (Secretary), Ian Lenon, Donna Bellows, and Patti Gay-Buoy. Greg Ernst was present from 6:40 to 7:20 p.m.

Minutes for the June 28, 2012 board meeting were read by Patti Gay-Buoy. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Patti Gay-Buoy seconded the motion. All board members present voted in favor of accepting the minutes as corrected.

Minutes for the July 26, 2012 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Patti Gay-Buoy seconded the motion. All board members present voted in favor of accepting the minutes as corrected.

A Timberline Rim resident was scheduled to appear before the board to discuss a denied application for tree removal. The member did not show up. The situation was discussed and the board asked for more information (photos, etc.) that might help with determining what damage, if any, may have been caused by tree roots. Without the additional information the board could not make any decision to overturn the ARCH committee's decision. The member needs to set up a time to review the problem in person with the ARCH committee so that they can view the alleged damage, take pictures, and report back to the board.

Greg Ernst arrived at 6:40 p.m.

**Staff and committee reports:**

**Architectural Committee** report.

- Requests: one storage shed roof, two fence, and two tree removal.
- Don Shay discussed the fence that had been discussed previously. It appears that the owner has not done any more work on the fence, but he had assured the Rim that he would drop the height of the fence down where it enters Timberline Rim to meet the fence standards. Don asked members of the ARCH committee to keep an eye on the project to make sure that the fence is kept to the proper height.
- Ian Lenon mentioned that the person who deals with metal scrap was seen bringing in a large truck and asked the ARCH committee to keep an eye on that situation as well since this is an ongoing concern. Don Shay asked if anything was ever done about a camper trailer that was on the common area. It was also brought up that a horse trailer was on that property.
- A question was asked about the status of the camper trailer that is still on the federally-seized property on Riverside Drive in Division 5. The tires had been removed by the people who were evicted and it is just sitting there on blocks. If it could be loaded on a trailer could it be towed away? Apparently it would need a title, otherwise no one would take it. Need to see what the Feds intend to do to finish cleaning up the property.
- What is being done about the house with mounds of trash bags? Need to have animal control people clean out the animals first before cleanup can begin. There is a huge amount of trash/garbage. Last heard from them at the beginning of the week. Cannot turn on water to the property because there is a leak in the wall.

- Would like to change how ARCH committee letters are sent. It would be easier to stamp the original request (approved or denied) and send a copy of the request to the people who made the request.

**Water** report presented by Don Shay.

- The only thing really going on is the pool cover. It needs to be replaced. A replacement cover has already been approved and budgeted. Needs to be custom-made for the pool.
- Gene Bloodworth provided information for the cost of a new cover and will get a firm price.

**Facility** report presented by Don Shay.

- Gene needs a new computer in the office. The current computer that has been used for writing reports and maintaining records is very old and should be replaced. Mr. Merrill recommended that it have Microsoft Office 2010 Professional.
- The board authorized the purchase and Glenn Kraski agreed to shop for and set up a computer in the office. He will purchase it in person rather than purchase online.
- External hard disk that had been ordered for the office had been delivered to someone, but not to Cathy at the Rim office. A replacement drive is being shipped.
- Gene Bloodworth made a request to investigate the possibility of installing a programmable thermostat in the lodge. He would be able to install it and it would pay for itself in the long run through energy savings. Gene will look into it and inform the board of the price. If the price is not too high he should purchase it.

**Office** report presented by Cathy Coogan.

- Will need to go into executive session to discuss member accounts.
- O'Hanlon's financial review was very poorly done. Need to discuss how to deal with what was done. Deb Hambo has given the Rim a detailed account of what she found. They need to correct errors on our taxes and evaluate what it has cost us to take care of their errors.
- Need to make a list of people to contact in the event of a water emergency and post the telephone number(s) on the web site and on the bulletin boards. Jack Gann will be the initial contact person and he will route it as necessary.
- Will need to update the fire department. The people will be on the list in the following order: Jack Gann, Gene Bloodworth, Don Shay, Phillip Merrill.
- Jack will use his own cell phone at present. Jack will also be the one to contact for finding shutoff valves, etc.
- It was suggested that we also have the contact lists available at the annual meeting and in the office. It needs to be stressed that this is an emergency contact list.
- Packet includes a listing of all past due accounts.
- Cathy has successfully collected almost 40% of past amounts due.
- Don Shay brought up one instance of how the previous collection policy had made it extremely difficult for members with past due accounts to pay what they owed. The original amount owed was \$1600.00. The member had already paid \$3600 and still owned an additional \$3000.00 to satisfy the remaining debt due to collection fees. It seemed seriously wrong to continue this policy and Don said that he was embarrassed that Timberline Rim had such a policy in force. This was not the only example of how the previous collections policy was costing individual members as well as Timberline Rim. Accounts such as this are the reason that collections are now handled directly by the office, eliminating the legal fees. Don made it clear that there is a difference between members who **can't** pay and **won't** pay.
- The board has made some settlements on the legal portion of accounts, but even so more money has been collected by Cathy than the lawyers were able to collect, without accruing any additional legal fees.

**Treasurer** report presented by Greg Ernst.

- Approximate operating capital: Recreation Club is \$66,900 and Water Company is \$39,600.
- Approximate liquid assets: Recreation Club is \$122,200 and Water Company is \$279,700.
- Don Shay reiterated that the board amended the collections policy to be dollar triggered rather than time triggered. Once the accounts were in the hands of the attorneys, Timberline Rim could no longer deal directly with the members about the accounts which were in collections other than to continue to bill them for the amount due, which included accrued legal fees. The amended policy requires more board involvement when dealing with the collections that are given to lawyers for further action.
- A member asked a question why the changes were not presented to the membership. He wanted to know why the board could just change the resolution without having a vote of the membership, since it was part of the charter.
- Don Shay answered that the collections policy that was amended was not part of the charter, but was a board resolution passed in 2007 by the board at that time. The amendments approved by the current board effectively took control away from the attorneys and put it back in the hands of the association where it belongs.

Following the treasurer report (7:20 p.m.), Greg Ernst left the meeting. A quorum of board members was still present.

**Common Area** report.

- Vacant position, no report.

**Fire Safety Committee** report presented by Don Shay.

- ODF wants to get together with Timberline Rim to discuss fuel reduction. They are still interested in doing cost share for vacant lot cleanup. It will have to wait until next year. Would need volunteers to help with the cleanup and would need to meet a minimum amount of cleared material to make it worthwhile.
- We still need to maintain the common areas now that ODF has finished the work.
- Discussion followed about the possibility of clearing up the common area paths as had been done in the past.

- A question was asked about when the burn pile will be open. The season usually opens on October 1st.

**CC&R Committee** report.

- The only outstanding issue is how to deal with rentals in Timberline Rim. We are still getting input for how to add the wording for rental properties.

**Maintenance Committee** report. Position not filled.

**Security** report.

- Don Shay said that we're nearing the end of the season so Jack's security patrol duties will be ending shortly.

**New Business:**

**Letter of Complaint**

A member read aloud a letter that she and her husband wrote expressing some concerns about the board's actions to eliminate the facilities manager and water manager positions at Timberline Rim. They implied that the board had reasons other than saving money, that they had not been transparent, and that the person who had been retained as water operator was not certified to operate the water system.

Don Shay and other board members stated that the reason for eliminating those positions was a financially responsible action and that the cost savings were in the best interest of the community.

The financial conditions in the Rim had been well documented and the increase in dues at the beginning of the year was not enough to meet the requirements for having sufficient funds for meeting emergency needs of the Rim. The board also made it clear that Mr. Merrill was qualified to operate a water system the size of Timberline Rim and that calling him "non-certified" was not only misleading, but false. Don discussed the cost savings, which are real, the means by which water system will be operated, and the competency of Mr. Merrill and the designated Timberline Rim employees who will assist in maintaining the water system.

As the discussion continued, it was made clear that the member (and others it was implied) felt that the board held personal animosity toward Audrey Edwards and had in essence "fired" her because of their dislike of her. This was disputed by various board members, reminding the member that it had been more than two years since some members had come onto the board and if they had wanted to fire Mrs. Edwards they would have done it long ago. They also made it clear that they had offered to write Mrs. Edwards a letter of recommendation and that they had also made allowance for severance pay. She is also eligible for unemployment. Apparently Mrs. Edwards had neglected to disclose this to the member.

A question was brought up about why Mrs. Edwards was not offered the part-time position of water operator instead of it being given to another person. Board members agreed that after many discussions with her and about her pay over a period of more than two years, no one on the board believed that she would accept the position at the rate that Mr. Merrill is currently being paid. Deducting the cost of maintaining an employee would have made her actual pay less than what the current water operator is paid, and paying her a salary equal to his would be more expensive for the Rim than what is now being paid.

The member repeatedly brought up the recall situation of the previous board as one reason for her distrust of current board members. Further discussion followed, with the member stating that she wanted the board secretary to attach her letter to the minutes just as it was written, even though it contained erroneous allegations. The board secretary stated that he would not publish the letter unless the statements were changed to show that the member had been informed of the inaccuracies stated in the letter.

The member brought up the issue that no board members attended Mrs. Edwards' party which also made her suspicious of the board's intentions. She refused to accept any explanation as a legitimate excuse for not being at the party. The member then left the board meeting.

Other members present still expressed concerns about not having an "on site" water operator, even though Gene and Jack (Timberline Rim residents) are available to help with water system emergencies.

## **Outside Water Users**

A discussion was held concerning outside water users who apparently were not maintaining acceptable insurance on their water system. Also, there were no records of a backflow test for 2008 and 2009, and that this year they haven't done one. Mr. Merrill was asked to do the backflow test and he had to repair the valve to bring them into compliance. They are also behind on their payments, we do not have a signed contract, and Mr. Merrill noticed a deficiency on their side of the valve. Throughout all of this Mr. Merrill showed that he had the knowledge necessary to continue to maintain our water system.

Further discussion was held about the financial condition of the Rim and the inability at present to financially handle a major event, such as losing the water crossing. There was some debate about how close the crossing was to the surface, but after the flood washed away at least 50 feet of river bank, the crossing could be as little as six or seven feet down instead of the original 20 feet. The board reiterated that cost saving measures were necessary in order to put the Rim in a more viable financial condition.

Bringing up the issue of transparency, a member wanted to know why it took four months to post that regular board meetings had changed to the last Thursday of each month. The office manager admitted that it was partly her fault for not getting the permanent notification posted in a timely manner.

The member also wanted to know why the temporary office position had not been posted, because there are laws that require that the job be posted. The board did know what specific laws she was talking about. However, the woman who is temporarily assisting Cathy in the office to prepare for CC&Rs and for the annual meeting is already employed by Timberline Rim as a pool attendant.

Ian Lenon left the meeting (8:53 p.m.) A quorum of board members was still present.

The board went into executive session at 8:54 p.m. to discuss two Timberline Rim member accounts.

**Meeting adjourned at 9:20 p.m.**

**Summary of motions made and approved during regular session:**

17. Motion to approve the June 2012 regular board meeting minutes as corrected. All board members present voted in favor.

18. Motion to approve the July 2012 regular board meeting minutes as corrected. All board members present voted in favor.

**Summary of motions made and approved during the executive session:**

1. No motions were made.

Respectfully Submitted,

Glenn Kraski, Secretary

**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting**

**September 27, 2012; 6:15 p.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Glenn Kraski

(Secretary), Ian Lenon. Greg Ernst arrived at 6:42 p.m.

Minutes for the August 30, 2012 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Shannon Herman seconded the motion. All board members present voted in favor of accepting the minutes as corrected.

A question was asked about using member names in the board meeting minutes. The secretary explained that he tried to not to use names where there could be problems or controversy associated with publicizing the names. However, since regular board meetings are open to all members, if a member insists on knowing who was involved in a discussion during a regular board meeting, the name could be given.

Minutes for the August 30, 2012 executive session were presented to the board by Glenn Kraski. A summary of the minutes was presented, which involved discussion about two Timberline Rim member accounts. One member had already paid more than twice the original amount owed and still owed more money due to the previous collections policy. The board made the decision to write off the remainder of the account as long as the member was current with the dues for 2012. The second member to be discussed was complaining about peacock damage to his property. The board felt that the member should contact the county about animal control since dealing with wild animals is not the board's responsibility. The member has threatened to sue Timberline Rim and is refusing to pay his dues.

Normal collections policy will apply to that account. Greg Ernst arrived and took time to review the minutes of the executive session. Don Shay made a motion to accept the minutes as presented to the board. Shannon Herman seconded the motion. All board members present voted in favor of accepting the minutes.

A question was asked about the minutes for March 2012. Glenn Kraski asked Cathy if she had the minutes and she replied that he had sent her the minutes for the 2011 annual meeting, but he had not attached the March 2012 minutes to the email as he had thought. Don Shay suggested that the March minutes could be presented at the 2012 annual meeting the coming Sunday. Discussion was held about the maintenance committee, which had never really existed. Gene and Jack are involved in facilities maintenance so any maintenance report can be part of the Facilities & Water report. Gene already presents a monthly water report to Phillip Merrill and an account of anything that has been done in support of the water system, such as the recent repair of a faulty valve.

**Staff and committee reports:**

**Architectural Committee** report presented by Dave Creech.

- Requests: Two project proposals (one storage shed, one hot tub), two tree removals, one painting, one fence, one roof replacement. Also had two dog complaints.
- The fence request was for an eight foot fence (county requires a building permit) and it is against Timberline Rim rules. The neighbor's activity is what has prompted this request. The

neighbor's dogs are on an upper deck (which has been modified without ARCH committee approval) and they howl incessantly. The yard is totally a mess and has been for years. Extended discussion was held concerning the situation with details about the yard (carpet, mannequin heads on sticks) and the odor of the plants (marijuana) that are being grown.

Even though this has been an ongoing issue for years, at least one board member had never heard the specific details about the property. After discussion the board decided that Timberline Rim should take all actions legally within its power to remedy the situation before reconsidering allowing an eight foot fence. This property presents an extreme example of violating the CC&Rs and it is the board's responsibility to deal with it within the bounds of established procedures. There may also be a trailer illegally parked on the common area which will need to be addressed as well.

**Facilities & Water** report presented by Gene Bloodworth.

- Phillip Merrill sent the monthly water report to Don Shay, but Don did not bring the report because he thought that Timberline Rim office had also received a copy.
- Gene reported on the maintenance performed to replace a valve in Division 5. They scheduled four hours for the work and had given the neighborhood sufficient notice prior to the work. He and Jack successfully completed the job.
- The water computer purchased for the office was up and running. Glenn Kraski added that Phillip Merrill was at the office earlier in the week and he worked with Phillip to set up Phillip's phone as the primary phone contacted by the system. The iPhone was then freed up for use as the water emergency contact phone that will be carried by Gene or Jack. Glenn also reminded Cathy and Gene that the 30-day anti-virus program was about to expire, but was informed that AVG had already been installed on the computer.
- Gene asked about whether the iPhone could be set up to remotely access/control the water computer.
- Cathy had to spend quite a bit of time just getting the phone set up so that old messages and passwords could be erased to enable Timberline Rim to use it. There is still quite a bit of time left on the contract, so the phone will continue to be used until the contract expires. Ian suggested reducing as many features as allowed to save money during the remainder of the contract.
- Web site needs the new number posted for the iPhone for water emergencies. The number has already been posted on the bulletin boards.
- Gene ordered a new pool cover that had already been previously authorized. The cost was \$2235 with free shipping. The pool cover has a 3 year full warranty and a 15 year prorated warranty. Gene confirmed the measurements when they called to make sure that they had the correct numbers. It is a mesh cover which will allow water to go through.
- Gene and Jack prepared a list of maintenance projects that they feel need to be done and Don Shay requested that they prioritize the list as well as note the estimated time for each project.
- Cathy helped create a work schedule for Gene and Jack. The scheduled rotation should save money over the course of a year and it allows flexibility in hours for emergency situations or longer projects in one week that can be compensated for with fewer hours the following week. The scheduled hours do not have to be worked if there is a reduced need.
- Gene has not yet found a programmable thermostat with all the features that he feels would be best for reducing energy usage at the lodge. He will continue to research thermostats.
- Gene suggested using combination locks for access to the burn pile area and to the tennis court. This would allow members reasonable access without having to be given a key. If there is abuse of the access, the combination can be changed. And if the access to the burn

pile results in dumping of items other than yard debris, then regular locks can be used in the future to limit access and to track who requests access to the burn pile area.

- Discussion was also held about how to manage the amount of debris and how it is dumped at the burn pile area. It would be nice if debris could be dumped during non-burning season so that it does not present a neighborhood fire danger.
- The Timberline Rim trash trailer has been wired up with new lights, so it can be used now.

**Pool** report presented by Linda Clayton.

- She had been requested to create a pool attendant handbook and it was presented to the board.
- Pool attendants are not life guards nor are they viewed by the county as being lifeguards, but they do supervise pool usage and maintain the pool for community use.
- Our pool is in compliance with all state laws, the drain meets current standards.
- Phillip Merrill verified that the feed to the pool is legal and the pump and filter are all in compliance.
- The pool is inspected twice yearly and it has passed with flying colors. Records are maintained for all chemicals that are added to the pool, and pH and chlorine levels are tested per state regulations.
- Linda listed the duties of the pool attendants. The pool attendants are part time, seasonal employees.
- Linda is in the process of writing a troubleshooting sheet that can be used by the attendants. She also stated that she is available for phone calls at any time, if needed.
- Chemicals are organized, controlled, and kept locked whenever anyone is not in the room where they are stored.
- The pool is working well by design, experience, and careful oversight.
- Linda has been working with the pool for ten years and she really enjoys it.
- Greg Ernst added that Linda prepares the payroll report for all the attendants for Cathy.
- Timberline Rim has gotten some of the highest scores in the county and it was 100% this last year.
- Don Shay wanted Linda to know how much we appreciate her work with the pool and how, after a single conversation, the pool attendant handbook had been created.

**Activities:**

Linda also discussed afterschool activities for the children, which was approved. She will be working on decorating for Halloween, but will not be involved with Christmas activities. Money has been budgeted for Timberline Rim activities, including Halloween and Christmas.

Shannon Herman was asked if she would be in charge of the Christmas activities.

**Board Review:**

Board needs to approve the new burn pile policy. Ian Lenon had previously reviewed and commented on the burn pile policy. Ian made a motion to approve the new burn pile policy. Don Shay seconded the motion. All board members voted in favor.

The agenda for the annual meeting looks okay. Patti will be giving the treasurer's report, but Greg can still be left on the agenda since he is the treasurer.

**Treasurer** report presented by Greg Ernst.

- Approximate operating capital: Recreation Club is \$60,000 and Water Company is \$33,000.
- Approximate liquid assets: Recreation Club is \$112,500 and Water Company is \$272,000.
- Greg explained the process of the budget projection at the beginning of the year and compared it with the actual budget to date. He made the point that Timberline Rim, through

its cost cutting measures, is on a positive trajectory and that the savings will be more evident next year.

**Office** report presented by Cathy Coogan.

- Three liens have been placed on lots. Another lot is due for a lien (the member previously mentioned who is refusing to pay his dues).
- Payment arrangements have been made for water collections and another water shutoff is pending.
- Greg Ernst asked how many Rec side accounts are past due. Statements were sent to all members who are in arrears prior to the annual meeting so that they would have a chance to bring their accounts current and be in good standing before the meeting.

- A question was asked about the ballots that are being turned in at the lodge. They are locked up in the office every night and there is a security camera in the office.
- The board discussed O'Hanlon's poorly done financial review and what it had cost Timberline Rim to take care of their errors. Timberline Rim needs to send them checks by registered mail that are reduced by the costs incurred to have Deb Hambo and Kim Dowsett correct all the errors. "Payment in full" needs to be written on each check and a letter enclosed stating why the amount is less than what was originally agreed upon.

• Past due 2011 Rec funds owed is \$21,011.19; amount collected 2012 to date is \$7723.64.

• Past due 2011 Water funds owed is \$2417.01; amount collected 2012 to date is \$1810.12.

A question was asked about the foreclosed house with the bags of garbage piled on the lot. Ian said that it took a little bit of persuasive conversation with the bank representative, but all the garbage has been cleaned up.

**Common Area** report.

- Vacant position, no report.

**Fire Safety Committee** report presented by Don Shay.

• Don Shay does not believe that we can take advantage of ODF cost sharing for vacant lot cleanup right now. Timberline Rim may not be able to get sufficient volume for it to work at this time. We will pursue it again in the spring.

• Shannon Herman suggested providing lot owners with the large, burnable paper bags for yard debris, which may work as an incentive for cleanup and would be easy to transport to the burn pile. Need to find out the cost of the bags to see if it would be cost effective to offer the bags to members for yard debris cleanup.

**CC&R Committee** report.

• Don Shay and Glenn Kraski will be finalizing CCR amendments to present at the annual meeting so that members can have something to review and on which to add comments. The amendments will include the addition of rental properties to the CC&Rs. Discussion was held about how to deal with irresponsible renters and the responsibility of the home owners who are renting the property.

• A number of people have recommended that Timberline Rim forbid wood shake roofing. Discussion followed about whether the county had banned such roofing in forested communities. However, there are chemically treated wood shakes that are fire resistant. The comment was made that some homes are rated as being an extreme fire danger because the house next door has wood shakes.

Don Shay announced that the next board meeting is the annual meeting on Sunday, September 30, 2012. The March 2012 minutes will be available to be read at that meeting.

**Meeting adjourned at 9:20 p.m.**

**Summary of motions made and approved during regular session:**

19. Motion to approve the August 2012 regular board meeting minutes as corrected. All board members present voted in favor.

20. Motion to approve the August 2012 executive session minutes as corrected. All board members present voted in favor.

21. Motion to approve the new burn pile policy. All board members present voted in favor.

**Summary of motions made and approved during the executive session:**

2. No motions were made.

3.

Respectfully Submitted,

Glenn Kraski, Secretary

**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting**

**October 25, 2012; 6:33 p.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Greg Ernst (Treasurer), Glenn Kraski (Secretary), Ian Lenon.

A quorum was established.

Minutes for the September 30, 2012 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Shannon Herman seconded the motion. All board members present voted in favor of accepting the minutes as corrected.

Minutes for the March 17, 2012 board meeting were read by Ian Lenon. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Ian Lenon seconded the motion. All board members present voted in favor of accepting the minutes as corrected.

Rex Lesueur, insurance agent from La Pine, Oregon spoke about Timberline Rim's insurance coverage. He specializes in insurance for water companies, which was his main reason for speaking to the board at this meeting. A very lengthy discussion followed about how to best insure Timberline Rim property and infrastructure.

- Question was asked about flood insurance for the river crossing (water for Division 5), which originally had been presented as if no insurance could be obtained for the crossing. Was there any way to get the crossing covered at a reasonable rate?
- Typically, flood insurance only covers buildings, not infrastructure such as water lines. He will look into it again.
- The current flood map available on the Internet may not be accurate. FEMA is in the process of remapping the area. The lodge is in a flood zone and should be covered for flood.
- Insurance for the water tank does include earthquake, but not sliding of the hillside other than caused by earthquake. He will look into whether slide insurance would be available also.
- How can Timberline Rim insure against damage caused by erosion rather than direct flood damage?
- Question was asked about coverage for volunteers. There is limited liability coverage available for accidental injury for volunteers.

Rex said that he would look into what insurance would best suit Timberline Rim based on the conversation with the board, including whatever coverage might be available for the water crossing.

Insurance policy needs to be signed for continued current coverage. Additional coverage can be added later.

**Board Officers**

Board officers need to be established for the board at the first regular meeting following the annual meeting. Greg Ernst made a motion that each of the current board officers be re-elected to their current positions. When asked, each board member agreed to continue in the current position. Shannon Herman seconded the motion. All board members present voted in favor of each board member remaining in the present position.

Board officers are as follows:

- President: Don Shay
- Vice President: Shannon Herman
- Treasurer: Greg Ernst
- Glenn Kraski: Secretary

**Sandy River restoration:**

Don Shay explained how Steve Wise and Russ Plaeger of the Sandy River Basin Watershed Council requested to meet with the Timberline Rim board on very short notice in order to present ways in which Timberline Rim could participate in a proposal for river restoration which could be beneficial for Timberline Rim. Four board members met with Steve and Russ on Wednesday, October 17th to listen to their presentation. Board members discussed their concerns and what impact the plans would have on Timberline Rim.

Timberline Rim cannot afford to evaluate the current state of the river and develop plans for acceptable ways in which to protect Timberline Rim property adjacent to the river (the surveys and engineering costs are enormous). The specific area of interest for Timberline Rim is from the side channel on Columbia Land Trust property to downstream of the WES sewer installation. Timberline Rim would be only one of several public and private organizations seeking grants to help offset the costs of surveying the river and developing engineering plans that would benefit fish habitat restoration as well as riverbank protection to help alleviate erosion (which directly affects Timberline Rim properties). Timberline Rim will benefit greatly from the investment of a fairly modest contribution. The total commitment by Timberline Rim is \$25,000 (money and volunteer hours) and would only be paid if the grants that are being sought are approved.

Following the meeting with Steve and Russ, Don contacted board members and received their approval to commit support for the project so that the Sandy River Basin Watershed Council could proceed with their grant applications.

To formalize for the record what the board members had already agreed to, Don made a motion that Timberline Rim help fund the project (\$20,000 plus 300 hours of work-in-kind) contingent upon the project receiving matching funds from other participants to fund the entire project. The money would not be paid out lump sum, but would be paid completely before the completion of the project. Shannon Herman seconded the motion. All board members present approved the motion.

Greg Ernst left following the vote.

Don continued to discuss how clearing channels and adding fish habitat (log jams, etc.) could help Timberline Rim in various ways without the associated expense.

**Staff and committee reports:**

**Architectural Committee** report.

- Ian Lenon is currently working on a more stringent dog policy because of incidents involving some dogs owned by a renter. The property owner is not responding and the renter seems reluctant about taking action to create a safe environment. The county has been contacted, but also does not seem to be doing anything substantial about preventing further attacks on other dogs and people. People are afraid to walk in that neighborhood. The board has done as much as it can according to existing rules and it seems that the county would be more interested in preventing further dog attacks.
- Requests: one fence, three painting, two roofing, and three tree removal. Dog complaint.
- Complaint about a neighbor's back porch light being changed from a 25 watt bulb to a "blinding" 60 watt bulb. This is the same person who has complained about peacocks on his

property. The board discussed the situation and a 60 watt light does not seem unreasonable or against current Timberline Rim rules.

**Facilities & Water** report presented by Gene Bloodworth.

- Phillip Merrill submitted the monthly water report, which included information from Gene Bloodworth.

- On October 17th at about 9:15 a.m. Gene noticed that there was water flowing downhill on Sandy River Lane near the lodge. He informed Phillip Merrill. He then called Jack Gann and started chlorination. A contractor was contacted and after excavation the cause of the problem was determined to be a break in the water main. A repair was made and the system was back online about 5:00 p.m. Chlorination continued until Friday, October 19th.
- A list of water projects has been submitted to the board.
- A list of facilities projects has been submitted to the board.
- Jack Gann believes that the asphalt needs to be cut back and the hole refilled where the water was leaking. He could see the same type of fill material (tree trunk, etc.) that we saw in the hole where the tennis court was sinking. Ian added that there are several similar types of sinking because of the fill material under the top soil.
- Discussion followed about when and how Gene and Jack should be contacted during emergencies--neither Jack nor Gene should feel that they can't take a day off in case there is an emergency situation. Emergency processes and procedures need to be updated. However, even though things did not go as smoothly as possible, the repair to the water main was successfully completed in a timely manner. The current procedure should be to contact Don Shay initially, rather than multiple board members.
- Need to make sure that the water emergency contact line is clearly defined as being for emergencies only.
- Need to schedule a burn day, probably on a Sunday. The pile is getting very large.
- Purchased a programmable thermostat but it has not yet been installed.
- Got the combination locks for the tennis court gate and the Division 5 gate.
- The new pool cover has been installed and the pool is ready for final winterization.
- Tree broke in half and damaged Gene's and Ian's homes. Gene brought in pictures and a piece of wood from the tree.

**Treasurer** report prepared by Greg Ernst.

- Approximate operating capital: Recreation Club is \$49,600 and Water Company is \$18,300.
- Approximate liquid assets: Recreation Club is \$102,200 and Water Company is \$257,000.

**Office** report presented by Cathy Coogan.

- Dog incident update.
- Already discussed a new dog control resolution.
- One lien.
- O'Hanlon letter ready for review/to be sent.
- Celeste is working on a newsletter. Request to keep her working on an as needed basis.

**Common Area** report.

- Vacant position, no report.

**Fire Safety Committee.**

- No report.

**CC&R Committee** report.

- No report.

**Meeting adjourned at 9:25 p.m.**

**Summary of motions made and approved during regular session:**

22. Motion to approve the September 2012 regular board meeting minutes as corrected. All board members present voted in favor.

23. Motion to approve the March 2012 regular board meeting minutes as corrected. All board members present voted in favor.

24. Motion to approve funding in support of Sandy river grant proposals for fish habitat restoration and river bank/erosion mitigation. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary

**Minutes for  
Timberline Rim Recreation Club, Inc.  
Timberline Rim Water Company, Inc.  
Board Meeting**

**November 29, 2012; 6:10 p.m.**

**Board Members present:** Don Shay (President), Shannon Herman (Vice President), Greg Ernst (Treasurer) arrived at 6:56 p.m., Glenn Kraski (Secretary), Ian Lenon, Patti Buoy.

A quorum was established.

Minutes for the October 25, 2012 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Patti Buoy made a motion to accept the minutes as corrected. Don Shay seconded the motion. All board members present (Greg Ernst not present) voted in favor of accepting the minutes as corrected.

Don Shay talked about the use of “fish habitat restoration” in the discussions held with the Sandy River Basin Watershed Council in regards to the grant proposal(s) they submitted for evaluation of and potential work which might be done on the river in the vicinity of Timberline Rim. Two members of the community addressed the board concerning the dog situation in which other animals and people were injured. One dog, which Clackamas County believes is not a danger to people, was returned to the rental home (which had no visible sign of permanent provisions which could keep the dog from escaping from the yard again). Issues presented and discussed included:

- Neighbors are afraid to walk their pets in that neighborhood.
- Neighbors are afraid to let their (or any) children walk through that neighborhood.
- Disappointment that the Clackamas County allowed the dog back into the neighborhood when it had already proven itself to be a danger to other pets and could possibly cause harm to people who get in the way.
- Wondered what action the board can take to remove (or restrict entry of) such animals.
- Asked whether rules can be more restrictive concerning animals? Also wondered why renters seem to have more rights than Timberline Rim homeowners.
- It isn't right that neighbors have to live in fear of an animal that has proven aggressive toward other animals (which are leashed and being handled in accordance with Timberline Rim rules).
- It appears that the renter does not care about neighbors or Timberline Rim and that the county will not take appropriate action until someone is maimed or killed.
- News media have been alerted about the action (inaction) by Clackamas County.

Members of the board responded that they are doing as much as they can within existing CC&Rs and ARCH handbook rules. They are in the process of writing a more restrictive resolution (with more severe penalties for dogs that endanger other animals and people), but it will need to meet legal requirements. At present, Timberline Rim can only take action (fines, liens, etc.) against a property owner and not against a renter. People whose animals are injured or who are injured while trying to protect their animals are the people who need to take legal action against the dog's owner.

Discussion was held about what level of fines that should be levied against a property owner in the event of the first occurrence of aggressive animal behavior (in self-defense, provoked, etc. versus unprovoked, or with a known history of aggressive behavior prior to being brought into Timberline Rim).

**Staff and committee reports:**

Miscellaneous issues discussed prior to reports:

- Ian Lenon answered a question about a drainage problem on Pine Tree Way. The culvert was blocked. The culvert was cleaned out and the problem seems to be corrected.

- Complaint about horse droppings in the street (it is a county road).
- Complaint about kids “vandalizing” common area with their bicycles.

**Architectural Committee** report.

- Requests: two tree removal. One roof tarp complaint. The leak developed right before Thanksgiving and as soon as the weather allows the roof will be repaired.

- Question was asked about when the county will repair the culvert near Ian’s house.

**Facilities & Water** report presented by Gene Bloodworth.

- Burn day was on Sunday, November 4th. Took care of the entire burn pile.
- Staked out an area for dumping yard debris. The combination lock is now in use for access to the burn pile.
- A programmable thermostat has been installed in the lodge and programmed.
- The river fence is sinking due to the unstable fill under it. Put cones around the sunken area. Need to find out what can be done to stabilize the ground.
- Water flowing in the street at E. Mountain Creek Circle. The property owners need to contact the county to clear up the problem.
- Phillip Merrill submitted the monthly water report, which included information from Gene Bloodworth.
- Cleared up the leaves on the hill on the tower road.
- Did an inventory of backup parts and may need to stock certain items.
- Need to look at water system software to see if backup alarm reports exist for when there are power outages. The computer seems to go down with each outage and does not have a current alarm report. Need to evaluate the UPS (battery backups) to make sure that office computers have sufficient backup power for proper shutdown.
- Need to evaluate battery backup for the water system information/communication system.
- Texting well readings to Phillip Merrill to build up a history and to get familiar with demands on the system.
- Received river crossing information from the county.
- Phillip Merrill provided planning for possible construction of a well at Division 5 (in case the water crossing is damaged) and general estimated costs for such construction. Water quality from a well at Division 5 should be the same as received from current wells.
- Timberline Rim water rights should also be current

**Office** report presented by Cathy Coogan.

- Will remove one lien—new payment plan set up.
- No contact with Gene Tilgner about work done for the Rim (water line repair).
- The newsletter is done and will be mailed out next week.
- Bid from propane company for board to review. Discussion followed about if rates were competitive.
- No collections of past due accounts this month.

**Treasurer** report prepared by Greg Ernst.

- Approximate operating capital: Recreation Club is \$49,200 and Water Company is \$13,000.
- Approximate liquid assets: Recreation Club is \$101,800 and Water Company is \$252,200.
- Next year Timberline Rim will start seeing the results of actions taken this year to reduce overall operating costs.

**Security** report.

- Shut down for the season.

**Fire Safety Committee.**

- No report.

**CC&R Committee** report.

- No report.

**New Business**

Mail delivery person requested that more parcel lockers be added to Division 5. Currently have two

lockers, but deliveries regularly exceed locker capacity, which results in having to deliver parcels to

houses or to have people pick up parcels at the Post Office. Shannon Herman volunteered to look

into the issue.

Don Shay asked if Timberline Rim would help with candy poppers for Hoodland Fire Department

Christmas baskets. Would like the board to authorize \$150.00 to do it this this year. Board approved

the purchase.

Shannon Herman is in charge of the Christmas party. She wanted to know if there was sufficient money for the Christmas party. Review of the budget showed that money had been budgeted for

special events (July 4th, Halloween, Christmas) and there was sufficient money remaining for the

Christmas party. Cathy volunteered to work with Shannon to establish a budget for the party.

The next board meeting is scheduled for Thursday, December 27th.

**Meeting adjourned at 8:25 p.m.**

**Summary of motions made and approved during regular session:**

25. Motion to approve the October 2012 regular board meeting minutes as corrected. All board members present voted in favor.

Respectfully Submitted,  
Glenn Kraski, Secretary

Minutes for

Timberline Rim Recreation Club,  
Inc. Timberline Rim Water  
Company, Inc.

ANNUAL Meeting

September 30, 2012 3:10 p.m.

Board Members present: Don Shay (President), Shannon Herman (Vice President), Glenn Kraski (Secretary), Ian Lenon, Donna Bellows, and Patti Buoy

A quorum for the board was established. A quorum of membership was not established.

Minutes for the September 2011 annual meeting were read by Glenn Kraski. Don Shay made a motion to accept the minutes. Patti Buoy seconded the motion. All board members voted in favor of accepting the minutes.

Accomplishments during the past year

Don Shay discussed the hard work that board members had done during the past year. He listed some of the accomplishments of the board:

1. Reviewed policies and procedures (or lack thereof) and create or revise as necessary
  - Probably most important was the revision of the collections policy, which was not working in collecting past due amounts. The policy, which put the collections into the hands of lawyers, was costing the Rim significantly more in fees than was being collected. Basically, Timberline Rim was paying thousands of dollars to try to collect hundreds of dollars, or nothing at all. This was seriously affecting the ability to maintain financial reserves which are necessary for operation and maintenance of the recreation club and the water company. Collection activity was removed from the hands of the lawyers and given to our office staff. It has not only saved Timberline Rim additional costs, but more money has already been collected than had been through the old policy. The new collections policy is not time- triggered, but dollar amount triggered, which is also more equitable when dealing with past due accounts.
  - The need for an employee handbook was identified and work is

being done on developing one for our employees.

- Linda Clayton was asked to help develop a pool attendant handbook and she created one and presented it to the board.
  - The burn pile policy was rewritten to help make the burn pile more usable for members.
2. Another item which has been worked on is revision of the CC&Rs that will need to be voted on at the end of 2013. Members will have an opportunity to see proposed changes, and can comment on them, during the coming year. They will be posted on the Timberline Rim website.
  3. Replaced the pool pump system for greater pool usage capacity, which allowed pool policy to be modified to allow people to come back and use the pool.
  4. Fenced the tennis court and installed a safety fence along the river bank to help alert people to the potential danger (and to restrict children from direct access to that area).
5. Extended the office hours (Tuesday, Wednesday, and Thursday) to allow Rim members more convenient access to the office staff.

#### New water operator

The positions occupied by Audrey Edwards (water operator and facilities manager) were eliminated in an additional effort to save money. For quite a while the income for Timberline Rim has been less than the expenses necessary to operate the Rim. We should see a measurable cost savings during the next year which (as stated before) will allow the Rim to rebuild the reserve funds which are needed (and required) for future maintenance and for unexpected problems with or damage to our existing infrastructure. This is very important considering the recent flood event which has once again placed our river crossing in jeopardy.

#### Staff and committee reports:

##### Activities and Events

Shannon Herman discussed the 4<sup>th</sup> of July

parade and barbeque, Halloween activities, and the Christmas party sponsored by Timberline Rim for its members. We are looking at other ways that will encourage and enable members to gather together.

## Water Report

Phillip Merrill, the new water operator, introduced himself and addressed concerns of the members:

- He has extensive background in drilling wells, designing, setting up, and running water systems.
- He is fully qualified to maintain Timberline Rim's water system and knows the regulations that apply to our water system. Is licensed to operate water systems serving up to 1500 population.
- He has reviewed our water system records and considers the water system to be in good condition.
- Presented the annual water report.
- Water tank was inspected and given a rating of 9 out of 10. It should be inspected every three to five years.
- Testing is all up to date, including those for radioactive isotopes (needed every nine years) as well as all other required tests.
- Timberline Rim needs a backup generator to run the water system during power outages to ensure there is water for member use and also for use by the fire department in the event of a fire.
- Need to replace the pump for well number two since it is believed to be quite old. Typical pump life is 10 to 17 years, depending on usage. He had been told that the pump could be 20 years old or older, but no one seemed to know for sure.
- Presented a list of maintenance items that need to be addressed in the future.

## Facilities Report presented by Gene Bloodworth

- The swimming pool has once again gotten an excellent inspection. We should be proud of the pool and the staff under the direction of Linda Clayton.
- Installed a new pump for the pool and a new pool safety cover has been ordered and should be delivered in October.
- The county supplied gravel for the burn pile road.
- When time allows, the tennis court will be repainted (both the surface and the court lines). A combination lock will be installed on the gate to allow members easier access.

- We plan to install a programmable thermostat in the lodge as another way to achieve cost savings for the Rim.

#### Financial Report presented by Patti Buoy

- Operating capital (approximate): Recreation Club: \$55,000; Water Company: \$30,000
- A printed report is available for members to look at in detail

#### Architectural Committee report present by Dave Creech

- Approved requests: 11 tree removal, 4 roof, 7 paint, 3 project proposals, 1 deck, 3 outbuilding, 3 fence, 1 hot tub
- Denied requests: one tree removal.
- Have tried to speed up the approval process for requests so that people know almost immediately if a request is approved, disapproved, or needs to be taken to the board.

#### New Business:

##### Candidates for board positions:

- Donna Bellows
- Shannon Herman
- Patti Buoy

#### Fire Safety

Did not take advantage of cost share with ODF due to the financial situation. They will come back into the community when we can afford to do it. Still need to address the undeveloped lots, but ODF cannot do any work on private property, so any work that needs to be done by the lot owner, have volunteers help, or pay outside contractor.

The amended CC&Rs have additional language to

address fire safety in the Rim. Member Topics for

#### Discussion

Suggestion was made that the board have a member assigned to notify Rim members with items of concern, such as flood updates, fire, thefts, home invasions as well as

events.

Board response: we do not have a sufficient number of board members to take care of all the issues that need to be dealt with.

Possible solutions:

1. Members to volunteer to help write a newsletter or make sure neighbors know what is happening.
2. Members to volunteer to serve on the board, since we have not had full number of members for a long time.
3. Reverse 911 system.
4. Neighbors watching out for other neighbors and reporting suspicious activity.

A question was brought up about the appointment or dismissal of architectural committee members. The member was concerned that committee members appointed by the board may be removed by the board at any time without stated reason.

#### CC&Rs

Glenn Kraski discussed amendments made to the CC&Rs for members to review and comment on. The vote on the CC&Rs will be late in the fall of 2013.

Proposed changes are color coded to make it easier to see. Some of the amended items concern dogs, fire safety, rental property, and disorderly lots.

Meeting adjourned 5:55 p.m.

Glenn Kraski, Secretary