

Timber Ridge Property Owners' Association, Inc.
Board Meeting Minutes
Thursday, June 15, 2023
At Timber Ridge Club House

- I. **Roll Call** - The meeting was called to order by President Jodi Nasi at 6:05 PM. Members present were Rich Klatt, Paul Weeks, Mark Kujawa, Chris Clabots, Fred Miller and James Peterson. Guests: George Nelson, Jim Brewer and Pamela Brewer.
- II. **Approval of Agenda** – A motion was made by Mark and seconded by Chris to approve the agenda. The motion passed unanimously.
- III. **Approval of Minutes** – A motion was made by Chris and seconded by Paul to approve the May 18, 2023 board meeting minutes. The motion passed unanimously.
- IV. **Open Forum**
- Jodi indicated that this would be her last board meeting and wanted to thanks all board members for their service.
 - Later in the meeting, Chris, brought up concern from the Wisconsin Department of Natural Resources (DNR) about the seven steps to a safer home ignition zone in preparation homes from wildfires. Chris distributed several brochures from the DNR addressing protecting your home from a wildfire.
- V. **Design Review Board (DRB)** – Fred provided a written report prior to the meeting. A discussion concerning house color, especially white, followed the written report. Per the covenants, house color should be earth tones. White would not be an acceptable color.
- VI. **Secretary/Treasurer Report – Rich Klatt**
- Rich reported that the TRPOA bank account statement indicates, as of June 13, 2023, a balance of \$204,828.76 in the checking account and \$80,498.32 in a money market account. Both accounts total \$285,327.08.
 - The final profit and loss statement for fiscal year 2022-23 (June 1, 2022 to May 31, 2023) indicated that three expense items were considerably over budget as follows:

<u>Item</u>	<u>Budget</u>	<u>Actual</u>	<u>Per Cent</u>
Computer System	\$550.00	\$2,226.14	405%
Roadside Tree Service	\$6,000.00	\$24,653.79	411%
Snowplowing & Sanding	\$18,000.00	\$27, 90.50	151%

A new printer plus printer cartridges were the major investments for this item. The old printer was beyond repair and had to be replaced. A winter ice storm bringing down numerous tree branches needed to be removed by TRPOA. The amount of snow and ice this last winter set records of number of times roads needed to be plowed.

- Significant expenses from May 17, 2023 to June 13, 2023 were as follows:
 - \$871.93 to HP Home Store for printer supplies; and
 - \$850.00 to Rich Klatt for secretary/treasurer services for June.
- A number of property owners are past due for their lot assessment. A motion was made by Chris and seconded by James that those past due property owners will be notified by our attorney that a lien will be placed on their lot if their past due is not paid immediately. The motion passed.
- A question that arose do we need to periodically need an audit? Rich doesn't think so, but will check with our auditor, Petersen Metz.

VII. Roads Report/Discussion - Rich Klatt

- **Snow Removal Contract** – Mark, Fred and Rich met with Ed Rynders to advise him that we want to negotiate a contract for our future snow removal contract. Ed will supply TRPOA the hourly rates, Exhibit D, and a final contract will be prepared. A motion was made and seconded by Rich that a final contract will be approved via email, and Rich will be the designated signee for TRPOA. The motion passed.
- **Roadway Improvements 2023-24** – The consensus was that we need to move forward with a recommendation to proceed with a project this fiscal year. A meeting will be conducted Monday, June 19th at the Golf Clubhouse at 6:30 PM. All board members are welcome to attend.
- **Dead Tree Removal within the Roadway Right-of-Way** – Fred and Rich will survey our roadway system and will have a recommended program by our July board meeting.

VIII. Activities Committee Liaison Report

- **Late Summer Garage Sale** – The idea will be brought up at the annual meeting to see if there is adequate interest.
- **Pool Party – Due to poor attendance last year and will not have a party this year unless there is more interest and someone volunteers to chair the pool party.**
- **Christmas Party** – George volunteered Bernie and himself to chair the Christmas Party.

IX. Web Site/Media Report – Fred stated that there was nothing new to report.

X. Old Business

- **TRPOA Annual Meeting Assignments**
 - **Meeting leader** – Mark
 - **Registration Table** - James and Paul
 - **Microphone** – Fred
 - **Refreshments** George and Rich
- **Swimming Pool Agreement** – The consensus was that we remove the item about TRPOA sharing in the cost of pool upgrades. Rich will send the pool agreement to board and then send to Houlihan for his review.
- **Short-Term Home Rentals** – The Ad Hoc committee will have a recommendation by the July board meeting.

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XI. New Business

- **Board Member's Contact Information** – Board members will be asked as to the personnel contact information they wish to share on our web page and other TRPOA documents.

XII. Next Meeting Date – The May board meeting will be held at the Timber Ridge Golf Club House on July 20th at 6:00 PM.

XIII. Adjournment –A motion was made by Mark and seconded by Chris to adjourn the meeting. The motion passed. The meeting was adjourned at 8:08 PM.

Respectfully submitted,



Rich Klatt
Secretary/Treasurer