

THE TIMBERS CONDOMINIUMS OWNERS' ASSOCIATION, INC.
22nd ANNUAL MEETING
September 16, 2017
RESIDENCE INN
635 WEST BROADWAY
IDAHO FALLS, ID 83402
1:00 P.M. (MDT)

MINUTES

I. CALL TO ORDER/PROOF OF NOTICE OF MEETING/VERIFICATION OF QUORUM

President Mike TenEyck called the meeting to order at 1:04 p.m. (MDT) TenEyck welcomed the membership to the meeting and introduced the directors of the board and guests.

Board Members Present:

Mike TenEyck	President
Kelly Pearce	Vice President
Gordon Bown	Secretary
Alma Ernst	Treasurer
Earl Cluff	Director

Trading Places International, LLC:

Richard Johnson	Director of Resort Operations
Kristen Makinen	Administrative Assistant
Angie Illum	General Resort Manager
Jamie Samples	Front Desk Manager

Guests:

Mike Fitzgerald	Auditor
Doug Oviatt	Attorney
Roy Bosley	Project Manager
Joyce Marlar	Recorder

President Mike TenEyck reminded the membership of the resorts mission statement as follows:

***“THE TIMBERS CONDOMINIUMS OWNERS' ASSOCIATION, INC.
provide quality service and recreational experience for its members and their guests in a safe,
ethical and environmentally friendly manner”***

President TenEyck reported that the meeting notices were sent out on August 22, 2017 to meet the requirements of notice. He also reported that a quorum was present through proxy or by person.

II. APPROVAL OF THE 2016 ANNUAL MEETING MINUTES

President TenEyck asked for corrections to the Timbers 21st Annual Meeting minutes. No corrections were commented by the membership. **MSC Moved by Al Knight second by Linda Brown to approve the minutes.** Mike TenEyck instructed the members to mark their ballot accordingly to approve the minutes.

III. REPORT OF THE OFFICERS

Mike TenEyck reported that the board has been actively working to secure a loan for the clubhouse. Securing the loan has taken most of our time and our priority. Timeshare being a high risk, the loan was not easy to obtain. We had to go to a third party, Colebrook out of Connecticut. The loan is a seven-year loan at 3.5% over prime revolving credit line up to 2.5 million. The bid specs were sent out and found that the building contractors are busy. Out of the bidding process, Starr Corp from Twin Falls, ID was selected. Concrete was poured today.

Mike TenEyck continued by stating that the rental income was changing due to Timbers having a low inventory. In July the income was around 100k. President TenEyck went on to praise TPI for the excellent job being done with such a challenge. Further highlights that have been accomplished, remodeled twelve kitchens, held two maintenance weeks which is a huge savings with maintenance fees. During the time of working together, we are building relationships and enjoying the company of each other and saving approximately 25k. We have an aging resort due to the age of the resort. The resort being built in the 1970's but we must take care of the resort.

Alma Ernst, Treasurer reported on the financial aspects of the resort. The board has a goal to have a good report from the audit and watching the membership's money, protecting your interest by running the resort in the black. We take a close look at every report that is produced monthly by TPI. These reports are critical of maintaining the resort. The board has set up a Contingency Fund if the money is needed the board can move to those areas. We watch the revenues knowing income level. The board stays informed and tracks the information. We appreciate TPI keeping us informed and continuing to support the endeavors. As a board we feel good of where we are and where we are going. Alma Ernst explained the difference in the funds. Reserve means replacement of items already in place at the resort. Capital means the purchase of new items or major purchases. Contingency means that the board has the ability to move money where needed. Clarification of Bonus time: It is available 2 weeks prior to your stay and must have a two night minimum. The monies go into the Operating Fund.

Fitzgerald & Associates - Audit

Based on the financial reports, visiting TPI, doing tests and evidence based on all their work ending September 30, 2016. In his professional opinion, a clean audit was given. Mike TenEyck stated a few highlights such as: \$1,600,017 in the bank of that \$967,000 in the Operating Fund, \$549,000 in Reserves Fund, \$100,000 Capital Improvements. Assets \$2,549,000; total Liabilities \$760,000. Total assets \$1,789,000. The bad debt is at 14% down from last year. The reserves being 25% of the funding is on the low end but up from the previous year. There is not a funding requirement for the state of Idaho. A healthy level of funding would be 50-60%. Mike Fitzgerald stated that costs have increased as well as labor costs which in turn cost money to aging resorts. Question from the audience referencing the increase to the dues, President TenEyck answered the question that there two driving forces that contributed to the increases was the cost of living of labor costs increases and the reserve funding. Mike Fitzgerald will be available to the membership to answer questions by calling him at his office and after the meeting.

IV. MANGER REPORT

Angie Illum began her report by complimenting the membership on the beautiful surroundings. She further shared her background of her management skills being in the hospitality industry for 15 years. Prior to July she was a general manager to a Powder Mountain ski resort in Utah. She is a Pinehaven resident, 20 minutes from the resort. Construction of the clubhouse is exciting and has increased conversation of what the resort is doing.

Highlights for this year:

- 12 kitchens upgraded with counter tops, tile flooring and cabinets
- 12 buildings received a facelift
- Replaced water heaters, lots of faucets and light fixtures
- Replaced 20 mattresses – 10 in the Spring and 10 in the Fall – Mattresses are now on a rotating schedule.

Major issue that we are now facing is roof issues. Two building have leaking roofs. The age and date of these buildings are a factor. She has had three bids from roofers using 24-gauge metal roofing and hopefully before the snow flies. The metal will last longer and fix the structural issue. The biggest challenge is to get contractors to come to Island Park. Buildings are aging, the maintenance team has done a great job with repairs, but we need to do more to keep the resort in the fashion that we all want it to be.

Angie went on to give thanks to the employees stating that they are great employees. Jayme does a phenomenal job and to Craig and crew for keeping the landscaping looking so good. Angie Illum also gave Kudos to the Housekeeping crew to flip the rooms in such a short time. Angie encouraged the membership to thank the employees for their dedication and service to the resort, without them she wouldn't be able to do her job.

She is looking to add more activities for families to engage in. Possibly live music, cowboy poetry, camp s' mores. She hopes to engage the children to their surroundings.

Angie Illum welcomes your visits, comments and suggestions to make the resort the best place to be. She has posted pictures to Facebook and the Newsletter will be a tool to understand what is going on at the resort. President TenEyck thanked her for her service to the resort and doing such a good job.

Clubhouse Project

Roy Bosley reported on the current status of the clubhouse project. Roy Bosley stated by choosing Starr Construction, an excellent group, the building started right is built right. The sewer connection, identifying the utilities for a 6800 sqft. floor plan has been completed. Inside will be one hot tub with crane that is ADA compliant. A second hot tub will be placed outside. The humidity will be maintained at 50%. The concrete, chlorine-based pool will range from 3.5 to 5' deep being ADA complaint. Design barrier to keep children to the shallow end. The heating system is in the floor being efficient. In high traffic areas, solution dyed nylon. Clubhouse designed by the top consultant in the Western states, a state-of-the-art building with LED lighting, composition shingles- 100% ice & water shield. The roof is designed to hold 165lbs snow load and match the existing buildings. Using smart side hardy board helps with moisture and is an excellent product while keeping the timber effect. Members lounge area for families to enjoy with books, puzzles, games and crafts – multi-functional. An exercise room will be accessible to the restrooms for the members for their use.

Resort Manager's office and Check in will also be housed in the clubhouse. This is a private clubhouse not open to the public. Rooms may be rented on a case by case basis. This clubhouse was based on the membership needs with a maximum occupancy of 35 people. The clubhouse has the ability to expand to meet the demands of future generations with a user concept to accommodate young and old, something for everybody. The parking lot will be gravel with a rotor mill base and possible asphalt may be added. Roy Bosley has saved \$340k to keep costs down, but never compromising the building. President TenEyck thanked Roy for his work towards this project.

Roy Bosley expressed appreciation to the board for their efforts on this project. He has worked with several boards. He stated that these boards of directors are very conscientious and very good to work with.

A member asked about Solar systems. At this time, they are not being looked at or researched. The construction will be closely scrutinized. The question of what the increased cost of maintaining the clubhouse? Mike TenEyck gave an independent answer of \$50.00 per year added to assessments. This is not a solid number.

V. APPROVAL OF PROPOSED CHANGES TO ASSOCIATION DOCUMENT

President TenEyck asked if there were any questions concerning the governing documents. Hearing none, the board of directors recommends approval of the changes the association documents.

VI. ELECTION OF DIRECTORS

Richard explained the voting process stating that members may cast one vote per interval one per person on the ballot. Inspectors for the election are Al Knight, Jay Kauer and Linda Brown.

Four candidates for a 2yr term for two director positions. Incumbents Gordon Bown, Alma Ernst, also Donald Dean Thomas and Carol B. Johnson submitted bios to the membership packet. President TenEyck asked for nominations from the floor three times.

After hearing none, **MSC Moved by Rod Silcock second by Linda Brown to cease nominations.** Each candidate was given the opportunity to speak to the membership. The incumbents focus was the projects that are currently ongoing and wanting to see them completed. They also understand the challenges of the resort and appreciate the opportunity to serve the membership. Both stressed the interest to maintain a family friendly resort. The other candidates were not in attendance.

Maintenance Week

Earl thanked those that attended maintenance week. Maintenance week is scheduled for October 13th to the 20th. The membership was asked to let the office know if they were planning on attending.

VII. OPEN FORUM

- Where to find a list of people selling a condo?
 - In the Resort Managers office. Stop by and see Angie.
- Transfer fee- What is the cost?
 - \$175.00 work with TPI
- Grab bars in the shower.
 - If a unit is missing them, please let Angie know and she will get them installed. Also, if you see something that needs attention, let the staff know.
- Members would like a copy of the financial page included in their packet.
- Any questions of financial may be directed to Mike Fitzgerald.
- Needing new faces on the board and those willing to show up and serve. There were concerns about candidates on the ballot but not in attendance. Need the help from the membership to help.
- Cleanliness of the locker rooms at the clubhouse has been an issue in the past. What will be the cleaning schedule?
 - Angie Illum stated that the housekeeping will be scheduled to be cleaning the locker room and with Angie being in the same building will increase the eyes on. Angie Illum stated that she is a hands on manager and won't ask staff to do anything she is not willing to do. The locker room will not be out of sight out of mind.
- No policy has been set for the clubhouse.
 - Residents of the resort have priority
 - Owners may use the clubhouse at any time.

- Foreclosures – Who do they belong to?
 - Timbers become the owners. GEO Holiday will buy them and accept maintenance fee after 6 months of ownership.
- Do you have to go through TPI or the Resort to rent out?
 - Delinquency weeks are used to rent out
 - Fixed weeks to rent out goes to TPI with paperwork completed makes it available to rent
 - You may choose to do your own property manager and rent out your unit.
- How can I change Flex Time to Fixed time?
 - A form and \$150.00 the week will be changed on your deed of the week that you own.
- Where is the snow machine trailer parking?
 - Park by the 150 unit building
- Members congratulated the board of directors of the work that they have done and welcomed Angie to the resort.

VIII. ANNOUNCEMENT OF ELECTION RESULTS

*Gordon Bown
 *Alma Ernst
 Donald Dean Thomas
 Carol B. Johnson
 *Elected to a 2-year term

Minutes approved 384 yes 1 no
 CC&R's 380 yes 1 no
 BYLAWS 379 yes 1 no

Raffle

Winners of raffle prizes donated by Trading Places

- Gordon Bown
- Susan Anderson
- Judy Dopp

IX. ADJOURNMENT

With no further business to come before the membership, **MSC moved Al Knight second Gwen Packer to adjourn the meeting at 3:37 p.m.**

Submitted by:

Joyce Marlar

Approved by:

Timbers Condominium Owners' Assn,

Joyce Marlar, Recorder

Gordon Bown, Secretary

DRAFT