

**THE TIMBERS CONDOMINIUMS OWNERS' ASSOCIATION, INC.  
BOARD OF DIRECTORS REGULAR MEETING**

**Timbers Condominium Resort  
Island Park, ID**

**June 16, 2017 – 1:00 P.M. (MST)  
June 17, 2017 – 9:00 A.M. (MST)**

**MINUTES**

**I. CALL TO ORDER AND ESTABLISH QUORUM**

Board President Mike TenEyck called the meeting to order at 1:00 p.m. on June 16, 2017. A quorum was established with the following in attendance:

**Board Members Present:**

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

**Management Company:**

Richard Johnson	Trading Places International, LLC. Director of Resort Operations
Reid Hymas	Resort General Manager
Luis Moran	Director of Finance (Friday by phone)

**Others Present:**

Doug Oviatt	Attorney with Terry Jessop & Bitner (Friday by phone)
Al Knight	Owner (Friday by phone)
Roy Bosley	PROMAC (Friday)
Keith	PROMAC (Friday)
Angie Illum	GM Interview (Saturday)
Margaret Parker	GM interview (Saturday by phone)

**II. APPROVAL OF AGENDA**

Mike TenEyck reviewed the agenda and explained that agenda items might be moved depending on time constraints.

*A Motion was made by Kelly Pearce and seconded by Gordon Bown to approve the June 16<sup>th</sup> and 17<sup>th</sup> 2017 agenda. The motion was approved by a unanimous affirmative vote.*

### **III. UPDATE OF ASSOCIATION DOCUMENTS**

Doug Oviatt and Al Knight joined the meeting by phone. A discussion was led by Doug Oviatt on the second amended and restated By-Laws of the Timbers Condominiums Owners' Association, Inc. and the third amended and restated declaration for the Timbers Condominiums and Timeshare agreement. The final changes to the documents were reviewed. The board had a number of questions that were answered by Doug. The final versions will be sent to the owners for approval at the annual owners meeting. The discussion ended at 1:35 P.M. with Doug Oviatt and Al Knight leaving the meeting.

### **IV. NEW CLUB HOUSE UPDATE, REVIEW AND DISCUSION**

At 1:40 P.M. Roy Bosley and Keith joined the meeting. Roy and Keith updated the board on the progress they have made working with venders including Meyers Anderson. They informed the board of concerns they had with working with the County and the Sewer District. They will be sending out an RFP by the end of the month. The board discussed the Club House in great detail with Roy and Keith. After much discussion, the following motion was made:

*A Motion was made by Kelly Pearce and Seconded by Gordon Bown to have the kiddie pool separate from the main pool. The motion was approved by a unanimous affirmative vote.*

Roy and Keith left the meeting at 3:45 P.M.

At 4:00 P.M. Luis Moran joined the meeting by phone. Luis updated the board on its current financial situation including funding options for the Club House. After much discussion, the following motion was made:

*A Motion was made by Alma Ernst to move the 2017-2018 reserve money to the Capital Account and to have all future reserve money for the current year be allocated to the Capital Account. The motion was seconded by Earl Cluff. The motion was approved by a unanimous affirmative vote.*

Luis left the meeting at 4:45.

At 4:45 the board went into executive session. After the executive session, the meeting adjourned for the day.

### **V. CALL TO ORDER AND ESTABLISH QUORUM**

Board President Mike TenEyck called the meeting to order at 9:10 p.m. on June 17, 2017. A quorum was established.

## **VI. APPROVAL OF MINUTES**

### **May 8, 2017**

*A Motion was made by Gordon Bown and seconded by Alma Ernst to approve the minutes of the May 8, 2017 board meeting as presented. The motion was approved by a unanimous affirmative vote.*

### **May 26, 2017**

*A Motion was made by Alma Ernst and seconded by Gordon Bown to approve the minutes of the May 26, 2017 Conference call board meeting. The motion was approved by a unanimous affirmative vote.*

## **VII. COLEBROOK FINANCIAL**

The board discussed the loan and loan documents for the Club House from Colebrook Financial. After some discussion, the following motion was made:

*A Motion was made by Gordon Bown to approve getting a loan from Colebrook Financial in the amount of \$750,000 and approving the loan documents and to have Mike TenEyck sign all needed documents to secure the loan. The motion was seconded by Kelly Pearce and passed by a unanimous affirmative vote.*

## **VIII. GENERAL MANAGER INTERVIEWS**

Richard Johnson had scheduled interviews with two General Manager Candidates, Margaret Parker and Angie Illum. Margaret joined the meeting by phone for her interview and Angie came to the resort and interviewed in person. The board was pleased with both candidates and their professionalism.

## **IX. REPORTS**

### **A. Financial Reports**

#### **1. April 2017 Unaudited Financial Statement**

Richard Johnson reported the month-end April 2017. The financial statement reflect that the Association is operating with a favorable variance to budget in the amount of \$58,033 for the seven-month period. Year to date revenue is \$2,644.17 behind budget. Total operating expenses are \$60,677.10 under budget year to date. Richard reviewed the income statement with the board.

**2. Delinquency Report**

Richard Johnson indicated the delinquency rate for the first seven months is 16.33% compared to 15.61% in April of 2016.

**3. Reserve & Replacement**

The board reviewed the Reserve and Replacement fund which at April 30, 2017 had a fund balance of \$487,020.93.

**4. Collections Report**

Richard Johnson told the board that Meridian had collected year to date \$31,488 from delinquent owners.

**5. Occupancy Reports**

The board reviewed the occupancy for the previous months.

**6. Rental Report**

Richard Johnson reviewed with the board the year to year rental comparison spread sheets. Rental income is \$7,475 ahead of last year's year to date rental income.

**7. Inventory Report**

The board discussed the HOA inventory. Currently the HOA has 79 intervals and 280 uncollectable intervals.

**8. Comment Cards**

The board reviewed the RCI comment cards. The resort currently has the Hospitality designation from RCI. Reid Hymas reviewed the comment cards with the Board.

**9. ABC Policy**

The board reviewed the proposed ABC policy, after some discussion the following motion was made:

*A Motion was made by Alma Ernst to approve the ABC policy as presented. The motion was seconded by Earl Cluff and passed with a unanimous affirmative vote.*

## **B. Management Report**

### **1. GM Report**

The on-site management report highlights included the following:

- Maintenance week was very successful, thirty-five volunteers participated. Many projects were completed.
- The weekly maintenance chart is being completed for all vehicles.
- Reviewed the organizational chart with the board.
- Five kitchens have been remodeled.
- Henry's Fork painting is the process of painting the trim, fascia, decks, and soffits on twelve buildings.

### **2. Action Items**

The Board discussed the action items from the previous meeting.

## **X. NEW BUSINESS**

### **A. 2017-2018 Budget**

The board reviewed the proposed 2017-2018 budget provided by TPI. After much discussion the board tabled the approval of the budget until the next board meeting.

### **B. Audit Engagement Letter**

The board reviewed the engagement letter from Fitzgerald and Associates, Inc. to perform the tax returns and audit for the previous year. After some discussion, the following motion was made:

*A Motion was made by Kelly Pearce to have Fitzgerald and Associates, Inc. perform the year tax returns and audit. The motion was seconded by Alma Ernst and passed with a unanimous affirmative vote.*

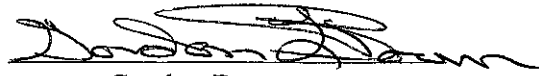
## **XI. ADJOURN MEETING**

*A motion was made by Gordon Bown and seconded by Earl Cluff adjourn the June 17, 2017 Board Meeting at 2:50 p.m. (MST). The motion was approved by a unanimous affirmative vote.*

Submitted By:  
Trading Places International, LLC

Approved By:  
The Timbers Condominiums Owners'  
Association, Inc.

Richard Johnson  
Richard Johnson  
Director of Resort Operations

  
Gordon Bown  
Secretary