

**THE TIMBERS OWNERS ASSOCIATION, INC.  
BOARD OF DIRECTORS SPECIAL MEETING  
SEPTEMBER 21, 2022  
VIA ZOOM**

Those Participating:

Reggie Park  
Mike Arth  
Marin Brownell  
Chad Markle  
Joe Robinson, Toad Property Management  
Alex Summerfelt, Toad Property Management

Joe called the meeting to order at 12:34 pm and said there was a quorum for the Budget review meeting.

Prior to the meeting a revised draft Budget had been distributed to the Board via email. Joe thanked the Board for their participation throughout the Budget review process. Reggie made a motion to approve the Budget as presented. Mike seconded the motion and it was unanimously approved. Joe said the Budget would be distributed to all owners prior to the November annual meeting.

Joe asked the Board to consider discussion topics for the annual meeting.

Joe explained Toad would be willing to lower the cleaning fee to \$50 per hour. Reggie said two quotes from local companies had been obtained at \$48 per hour. Mike asked Toad to update the Management Contract and present it to the Board for review and consideration at the October meeting.

Joe said documents for the November annual meeting would be sent to all owners approximately 30 days prior to the meeting.

Chad and Marin said they were willing to continue on the Board and Joe said owners would also be invited to put their names forward. If more than two owners were willing to join the Board there would be a secret Ballot for the two seats on the Board.

Mike made a motion to adopt the Rules and Regulations as revised. Executed leases of greater than 6 months would be provided to Toad prior to the commencement of the lease. Reggie seconded the motion and it was unanimously approved. Joe agreed to circulate the revised Rules and Regulations to all owners.

Joe said an email would be sent to all owners explaining the changes to the Short Term Rental process together with a copy of the revised Rules and Regulations and an explanation of the future billing of operating and reserve dues. Mike asked that funds coming in for the reserve account go directly into the reserve account.

Marin asked if the annual meeting date could be changed to November 2, 2022. It was agreed the date of the annual meeting would be amended to 5:30 pm on November 2, 2022.

Joe explained there would be an October Board meeting and a short Board meeting immediately after the November 2, 2022 annual meeting. The next meeting was scheduled for October 12, 2022 at 5:30 pm.

At 1:00 pm Mike made a motion to adjourn the meeting. Marin seconded the motion and it was unanimously approved.

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Prepared by Rob Harper,  
Toad Property Management, Manager

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