

**The Timbers Association**  
**Board of Directors Meeting Minutes**  
Tuesday, July 27, 2021  
@ Pool Clubhouse

Noting that a quorum was present, the meeting of the Timbers Association was called to order at 7:05 p.m. by Mr. Callaghan.

**I. Members Present:** The following Board Members were present: Anne Zimmerman, Joyce Tatanus, Joe Collins, Jeanette Hantke, Jerry Callaghan, and Beth Callaghan. Ken Eiriksson was present representing East Coast Management. 5 other residents were present.

**II. Resident Time:** The owner of 6039 Forest Hollow Lane and a few neighbors were present to protest proposed charges on her account for dumping tree branches in the common area. After discussion, the board agreed there would be no charges. Management will inspect the mailbox base in the same area to see if it needs to be replaced. Management was asked to remind the lawn contractor to move trash before mowing and not to mow over it. They will also be reminded not to blow debris onto front yards, or vehicles.

**III. Committee Reports:** The Board approved \$2,400 for landscape plans developed on behalf of the Landscape Committee by Susan Hayes. *Motion by Joyce Tatanus, second by Anne Zimmermann.* Management was asked to have the stumps ground as soon as possible, and to make sure it is at least 2' deep and the debris removed. Repairs to retaining walls and bridges will also be made a priority.

**IV. Management Report:**

A.) Approval of Minutes: The minutes of the Board of Directors meeting of June 22, 2021 were approved as corrected. *Motion by Beth Callaghan, second by Jerry Callaghan.*

B.) Delinquency List: The Board was provided with a delinquency list as of June 30, 2021. 12 owners had a balance on their account. 3 were for more than the current assessment and late fees. One account at the attorney paid in full excluding late fees. The total amount due was \$5,350, less \$1,400 classified as uncollectible.

C.) Financial Report: The Board reviewed the June financial statements and general ledger. The Association had a deficit of \$44,226 for the month. Total expenditures were \$44,632. For the year, the Association has a surplus to budget of \$13,927. The Association had cash and investments of \$1,130,471.

D.) Parking Rules: Mr. Callaghan will provide a draft email regarding parking and pool rule changes. Once the email is approved and distributed, enforcement of the rules will begin.

E.) Correspondence/Pending List: The Board reviewed correspondence and the Pending List. No decisions were made.

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**VI. New Business:** Management will inspect the "new" drains on Hollow Knoll Court that are were not working properly. Ms. Hantke mentioned a problem with a neighbor regarding acorns falling from a tree in front of her property. The owner has been advised that she may professionally prune branches growing from another property onto hers. Management will make sure the street numbers are painted this year.

**VII. Adjournment:** There being no further business, the meeting was adjourned at 8:30 p.m. The next meeting will be on August 24, 2021 at 7:00 p.m.

Respectfully Submitted,  
Ken Eiriksson  
East Coast Management & Consulting Services

# The Timbers Association

## Pending List

1. Update AECC Guidelines. Allow decorative post caps (as opposed to a flat railing) and black pickets on decks. All other deck components must be a natural wood color, not white. Clarify double hung window rules for Section I and II, including pictures. No bamboo. Maximum coverage of non-permeable surfaces in a back yard will be limited to 50% of the total square footage. At least 1' must be uncovered along all property lines. Encourage use of permeable materials and ground level surfaces rather than elevated. Reference Fairfax zoning restrictions on blocking water flow and drainage onto adjacent properties. Downspout extensions should terminate at least 3' from all property lines. Garage doors may have small windows on the upper panel with approval. Exact measurements required on applications. No scale drawings.
2. Determine who owns lights in front of houses on Hollow Hill and Ridge Hollow.
3. Add railing above the new retaining wall on Willowick, if necessary.
4. Provide a draft trash policy sign for the Board's review. **Waiting for approval.**
5. Install no loitering, no trespassing and closed at dusk signs at the pool/playground. **Pending.**
6. Remove partial speed bump on THL.
7. Start work on landscaping committee list. Make sure to keep track of progress. Prioritize repairs to retaining walls and bridges. Remove bamboo behind right side of FHL by the wall.
8. Cost to purchase two Little Free Libraries. **About \$1,000 depending on "extras".**
9. Follow up with 8723 RHC. Drain line should not be in common area. Remove the pipe and professionally replace the concrete sections. **Owner will move it to the other side.**
10. Some of the mulched areas like at the corner of the pool are over mulched.
11. Inspect driveways during the site inspection.
12. Follow up on Hydroblox.
13. Remind CLS to move trash before mowing and not to blow debris onto front yards. Inspect the mailbox base in the same area to see if it needs to be replaced.
14. Grind stumps as soon as possible. Make sure it is at least 2' deep and the debris removed. Remove dead tree at the pool and at entrance to FHL.
15. Check mailbox base at the end of FHL.
16. Inspect the "new" drains behind Hollow Knoll Court.
17. Make sure the street numbers are painted this year.
18. Check railing between Hollow Knoll and the playground for rotten wood.
19. Check retaining wall behind Forest Creek Lane?