TALL TIMBERS HOMEOWNERS ASSOCIATION 2015 ANNUAL MEETING MINUTES AMERICAN LEGION MEETING ROOM NORTH BRANCH MN 55056 April 17, 2016

I. ESTABLISHMENT OF A QUORUM:

A roll call sheet was utilized (**see Appendix A**) with each Lot Owner in attendance in person asked to sign in next to their name and address. Those Lot Owners holding proxies for other TTHA members not in attendance were asked to sign in for the person whose proxy they held. Of the 48 homes within TTHA, 36 Lot Owner's and/or proxies were present (29 Lot owner's and/or proxies are required for a quorum). For this meeting a motion will pass with 19 votes. Tom introduced the board. Tom went over Roberts rules of order per the power point presentation

II. CALL TO ORDER:

The annual meeting of the homeowner's association was held on April 17, 2016 at the American Legion in North Branch, MN. TTHA President, Tom Davis, called the meeting to order at 6:11 p.m. TTHA Board members James Skroch, Ardy Bernier, Mike Selbitschka, and Anne Weisinger were all in attendance. TTHA Board members Larry Erickson, and Cory Bombard were unable to attend the meeting. The annual meeting was conducted following the Robert's rules of order and Lot Owners were reminded only one vote per Lot will be counted. The use of an audio recorder to record the meeting minutes to assist in the generation and accuracy of the minutes was approved by general consent.

III. APPROVAL OF THE 2015 ANNUAL MEETING AGENDA:

Tom asked if there are any proposed changes to the agenda; there were none. Jim Skroch made the motion to approve, Ardy Bernier seconded. The annual meeting agenda was approved by general consent.

IV. APPROVAL OF THE April 26, 2015 ANNUAL MEETING MINUTES:

Jim Skroch made the motion to approve; Mike Selbitschka seconded. The April 26, 2015 Annual Meeting minutes were approved by general consent.

V. APPROVAL OF THE OPERATING GUIDELINES FOR THE MEETING:

A review of Robert's Rules of Order was conducted before the meeting was called to order. The meeting was conducted under the TTHA By-laws and the Robert's rules of order. The operating guidelines were approved by general consent.

VI. WELCOME REMARKS:

Tom Davis welcomed all Lot Owners to the 2015 Annual Meeting.

VII. ELECTION TTHA BOARD MEMBERS:

Tom Davis explained why the board is looking for new members. The Board is seeking 3 individuals for a 3 year term.

A. OPEN POSITIONS

- a. Secretary 3-year term
- b. Treasurer 3-year term
- c. Board member 3-year term There were no volunteers at the meeting.

VIII. TREASURER'S REPORT: (See Appendix B)

Tom presented the treasurers report and asked if there are any questions.

Vince Schoon questioned charges on web site to which Tom responded that they were general subscription fees.

IX. COMMITTEE REPORTS:

A. Architectural Control Committee:

Jim Skroch presented one shed was built with no issues

B. Landscape Committee:

Jim Skroch presented.

- 1. The landscape committee with again be looking for volunteers to help with mowing, trimming, and watering of the front entrance area. Cory has managed the landscape committee for several years and will be looking for a replacement in 2016. The head of the landscape committed is responsible for scheduling the committee volunteers for mowing, trimming and watering.
- 2. Jim recognized and thanked the individuals who were responsible for tree trimming around the front entrance area. Garry Weisinger, Terry & Sue Berg

C. Septic Committee:

Tom Davis presented.

- a. Next drain field inspections to be held in 2017.
- b. Lift station pumping scheduled for this spring

D. Value Added Assurance Committee :

Jim Skroch presented. No formal complaints were filed in 2015. Tom thanked Jim Hoard, Jim Juntenen and Garry Weisinger for posting 40-acre outlot.

Karla Johnson advised no posters on TTHA outlot that runs behind her house

X. **PROJECT REPORTS:**

A. VOLUNTEER PROJECTS

a. North Branch food drive – Jim Skroch resented food drive results

XI. UNFINISHED BUSINESS:

Tom Davis presented.

A. DRAINFIELD CLEARING TOM WORKING ON SCHEDULE FOR VOLUNTEERS

B. HEAT TAPE AT 37447 HALLMARK

a. Special thanks to Gary, Scott, Vince for installing the heat tape

C. WORDING ON COVENANT ARTICLE 7, SECTION 5

Each lot owner is responsible for maintenance and all related expense of the lot owner's respective individual septic collection tank, the drain line connecting the septic collection tank to the lot owner's home and the drain line from the lot owner's septic collection tank to the lot owner's property line.

A. PROPOSED BUDGET FOR 2016

- i. Tom seeks proposal to approve the 2016 budget
- ii. Vince Schoon made the motion to approve the TTHA 2016 budget Motion seconded by Jim Bernier. No Discussion, motion passes by general consent
- **B. APPROVAL OF 2015 TTHA FINANCIAL OPERATING BUDGET** This line item is an error and not needed
- C. PROPOSAL TO CHANGE TTHA CALENDAR YEAR FROM JANUARY TO JANUARY TO APRIL TO APRIL – NO MOTION MADE

D. PROPOSAL TO FORM A NEW SEPTIC COMMITTE

a. Current committee consists of all the board members and also Scott Johnson as an association member. Looking for volunteers to assist.

XIV. ADJOURNMENT:

Jim Skroch moved for the adjournment of the annual meeting. Motion seconded by Jim Bernier. The meeting of the TTHA homeowners was adjourned by general consent at 7:05 p.m.

	2015 TTHA Annua	2015 TTHA Annual Meeting Roll Call - April 17, 2016	2016
	Appendix /	Appendix A to the meeting minutes	
Association Members	Lot Address	Present in Person Please sign your name	Proxy holder please sign your name
Beckman, Matthew & Shelley	37428 Hallmark Drive	M. Strenn.	
Berg, Terrance & Suzanne	37387 Hallmark Drive		A Hand
Bernier, James & Ardeth	37468 Hearthside Lane	Mone Bornie	
Blanchard, Deborah	37323 ironwood Lane		
Bombard, Cory & Amanda	37445 Hearthside Lane		Don Mulla
Brown, Matthew	37328 Ironwood Lane		
Burque, Karen	37378 Hearthside Lane	Allen Bluruz	
Davis, Thomas & Julie	8144 Iris Avenue	For Lawer 0	
Dick, Rodney & Sara	37387 Ironwood Lane		Coxy Marsa
Erickson, Larry & Sharon	7963 Iris Avenue	5	Fire Tueton
Nagel, Brett & Heather	37417 Hallmark Drive	But Ment	
Formogey, Olga & Stanley	37298 Heritage Way		(LOUN AD MAN)
Fulton, Warren & Linda	7894 Iris Avenue	Warry Finer Lutto	an -
Hals, Ronald & Elaine	7929 Iris Avenue	fin tak	
Hero, Stephen & Donna	7932 Iris Avenue	A ROLL ALLA	
Hillestad, Jerome & Nancy	7978 Iris Avenue		names I. Subor
Hoard, James & Kara	37331 lvy Trail	I thank	1
Honp. Joseph & Traci	37298 lvv Trail		Dan Mu. 2

	Appendix A	2015 I I HA Annual Meeting Koll Call - April 17, 2016 Appendix A to the meeting minutes	010
Association Members	Lot Address	Present in Person Please sign your name	Present by Proxy Proxy holder please sign your name
ives, Andrew & Karen	8100 Iris Avenue	- / -	
Jarosiewicz, Richard	37469 Hearthside Lane	man Marca in	
Johnson, Tyler	37281 lvy Trail	1 1 100	
Johnson, Scott & Karen	37450 Hallmark Drive	Nieth NOV	
Johnson, Timothy & Karla	37284 Heritage Way	1/a/IN	
Juntunen, Jim	37336 lvy Trail	and	
Lindstrom, Jason & Kris	37346 tronwood Lane		
Lorge, Paul & Karie	37339 Ironwood Lane		
Lundeen, Robert & Trudy	8038 Iris Avenue	2	
Matz, Michael & Jillian	8227 Iris Avenue	1 R Par	
Mock, John & Debra	37456 Hallmark Drive	A. 1	
Mossbarger, Barry & Linda	37317 Ironwood Lane	Lundr Massbarder	
Murden, Donald	37282 lvy Trail	Ben Manle	
Nelson, Eugene & Ann	37421 Hearthside Lane		
Peek, Andrew & Sara	37295 lvy Trail		Yen Munde
Randall, David & Amy	37386 Ironwood Lane	and of hur	(
Randall Stenhan & Carol	37422 Hearthside Lane		Kine tren

Page 2 of 3

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	Appendix A	Appendix A to the meeting minutes	
Association Members	Lot Address	Present in Person Please sign your name	Proxy holder please sign vour name
Sanvik, Robert & Gina	37295 Heritage Way		MULLA MALL
Schoon, Vince & Nancy	37324 Heritage Way	O hice Selfeeu	MWMA MARAN
Schoon, Vince & Nancy	37447 Hallmark Drive	Uner Septer	
Schroepfer, Reelika & Lawrence	8035 Iris Avenue	Red /	
Seim, Aaron & Lynne	37283 Heritage Way	Adur do www	
Selbitschka, Michael & Carla	37396 Hearthside Lane	Mar Star	
Skroch, James & Angela	37444 Hearthside Lane	Contraction of the second seco	
Sullivan, Dean & Charlene	8208 Iris Avenue		Plan M. D.
Thorsen, Cory & Joleene	37359 Ironwood Lane	Clary V Zaca) - Land
Weisinger, Garry & Anne	7997 Iris Avenue	anne Wiewing	
Wentland, James & Linda	8066 Iris Avenue	P	
Woods, Steven	37315 Heritage Way		
Zunker, Richard & Christine	8182 Iris Avenue		

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The By-laws of the Tall Timbers Homeowner's Association provide an opportunity for those who are unable to attend the Annual Meeting to appoint a proxy to act on their behalf.

This proxy is good for the meeting scheduled for April 17, 2016 at the American Legion located in North Branch, Minnesota, and such other times as the meeting may be rescheduled or re-convened.

I/We DERRY Hillestad Lot Owner #1	and Nancy Hillestad Lot Owner #2 (if any)
7978 TRis AV	NB
(Lot Address)	
do hereby grant my/our proxy to: <u>Nancy</u> Schoon Name	37447 Hallmark Dr. NB., Address
The proxy holder may not hold	holder must be specified. *** a current seat on the TTHA Board of Directors. older, the Board will not be able to honor the proxy.

This proxy carries with it the full right for the proxy holder to cast his/her votes as he/she sees fit or as I have instructed him/her to vote.

Signed:	
Lot Owner/Co-Owner Rasy Hille Vad	Date 3 - 30 - 20 16
Proxy Holder's Signature Manay Z. School	Date 4-17-16

Please return this proxy to the post office box listed below if you cannot attend the annual meeting or send it to the meeting with the designated proxy holder. Thank-you.

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Ulgn Horno: Lot Owner #2 (if any) I/We and Lot Owner #1 North Brond, M

(Lot Address)

do hereby grant my/our proxy to:

AARON SEM	37223 Hereitaus Utry
Name	Address

***A proxy holder must be specified. ***

The proxy holder may not hold a current seat on the TTHA Board of Directors. If there is not a specified proxy holder, the Board will not be able to honor the proxy.

This proxy carries with it the full right for the proxy holder to cast his/her votes as he/she sees fit or as I have instructed him/her to vote.

Signed:	QU	1	~	,	
Lot Owner/Co-Owner_	Shat	,e	Date	4/17/16	_
Proxy Holder's Signati	Ire		Date		

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	anvik Dwner #1	and	Gina	Sanvik Owner #2 (if any)	
		7 e Way		Branch MN	55056
(Lot Address)	C	J			<u> </u>

do hereby grant my/our proxy to:

51233 Name Address

***A proxy holder must be specified. ***

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Signed:

10-	<u> </u>
Lot Owner/Co-Owner	Sinux/ Rob Gr Date_ 4-17-16
Proxy Holder's Signature	Date

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We Sava Dick Lot Owner #1	andLod New Mrth. Lot Owner #2 (if any)
37387 Ironwood	Ln.
Lot Address)	
do hereby grant my/our proxy to:	
Cory Thorsen Name	37359 Ironwoodly Address
The proxy holder may not hold	holder must be specified. *** I a current seat on the TTHA Board of Directors. older, the Board will not be able to honor the proxy.

This proxy carries with it the full right for the proxy holder to cast his/her votes as he/she sees fit or as I have instructed him/her to vote.

Signed:

Lot Owner/Co-Owner Sun Dui	Date 4/14/110
Proxy Holder's Signature	Date

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I/We and Lot Owner #1 Lot Owner #2 (if any)

EARTHSIDE LANE

(Lot Address)

do hereby grant my/our proxy to:

894 NAAFUR

***A proxy holder must be specified. ***

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This proxy carries with it the full right for the proxy holder to cast his/her votes as he/she sees fit or as I have instructed him/her to vote.

Signed:	Alpenfin		
Lot Owner/Co-Owner_	Carol Randall	Date 4-17-16	
Proxy Holder's Signat	ure State	Date	

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Lot Owner #1	Lot Owner #2 (if any)
7963 Iris Que	Moren Branch MN SSOSE
Lot Address)	
lo hereby grant my/our proxy to:	
l. F.	7CGU C O Maria R Maria
Derida Euston	1894 Juis Que North Brench MN 5505
Name	Address
Name ***A pro The proxy holder <u>may not</u> he f there is not a specified proxy	Address xy holder must be specified. *** old a current seat on the TTHA Board of Directors. y holder, the Board will not be able to honor the proxy.
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Name ***A pro The proxy holder <u>may not</u> ho f there is not a specified proxy This proxy carries with it the full rig is I have instructed him/her to vote.	Address xy holder must be specified. *** old a current seat on the TTHA Board of Directors. y holder, the Board will not be able to honor the proxy.

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INe_ Andy Peece	and Sara Pal
Lot Owner #1	Lot Owner #2 (if any)
37295 Jur Tral	

(Lot Address)

do hereby grant my/our proxy to:

Murden 37282 Ivy Trail on Address

***A proxy holder must be specified. ***

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Signed:

Lot Owner/Co-Owner	and	Dal	Date	4/4/16
Proxy Holder's Signatu	re Donald R.	Munden	Date	4-17-16

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Lot Owner #1	Lot Owner #2 (if any)
37298 Ivy 7	Trail
Lot Address)	
o hereby grant my/our proxy to:	
Don Murden	37282 Ivy Trail

***A proxy holder must be specified. ***

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Signed:

Proxy Holder's Signature Donald R. Munden Date 4-	-17-16

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INVe Cory Bombard and Mandi Bombard Lot Owner #1 Lot Owner #2 (if any)

37445 Hearthside lane

(Lot Address)

do hereby grant my/our proxy to:

37282 Iry Trail)on Murden

***A proxy holder must be specified. ***

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Signed:

Lot Owner/Co-Owner	Date 4/7/16
Proxy Holder's Signature Danald R. Mindan	Date 4-17-16

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do hereby grant my/our proxy to:

Name	Add	dress	
Donald Murden	37282	Ivy Tracl	

***A proxy holder must be specified. ***

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Signed:

Lot Owner/Co-Owner Dean Sullum	Date 4-17-16
Proxy Holder's Signature Danald R. Muler	Date 4-17-16

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I/V and Lot Owner Lot Owner #2 (if

(Lot Address)

do hereby grant my/our proxy to:

Name

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This proxy carries with it the full right for the proxy holder to cast his/her votes as he/she sees fit or as I have instructed him/her to vote.

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Signed:	Terry Deg	
Lot Owner/Co-Owner	Due Berg Date	e_ 3-20-16
Proxy Holder's Signature	Date	3-20-16

Please return this proxy to the post office box listed below if you cannot attend the annual meeting or send it to the meeting with the designated proxy holder. Thank-you.

Appendix B: TREASURE'S REPORT

2015 Budget v.s. Actual Expenses and 2016 Proposed Budget

Budget Category	2015	2015		2016
	Budget	Actual	Difference	Proposed
Income:				
Association Dues	\$8,640.00	\$8,638.65	\$1.35	\$8,640.00
Shared Lift Station fees	\$400.00	\$400.00		\$400.00
Interest		\$42.89	\$42.89	
Total Income	\$9,040.00	\$9,081.54	\$44.24	\$9,040.00

Expenses:				
	Budget	actual	Difference	proposed
Document Recording Fee	\$92.00	\$0.00	\$92.00	\$92.00
Electric Utilities	\$1,400.00	\$1,335.88	\$64.12	\$1,400.00
Attorney fees	\$300.00	\$1,071.25	-\$771.25	\$300.00
Landscaping	\$400.00	\$73.36	\$326.64	\$400.00
Meeting room	\$50.00	\$50.00		\$50.00
Misc. expenses	\$200.00	\$0.00	\$200.00	\$200.00
Office supplies	\$100.00	\$0.00	\$100.00	\$100.00
Post office box fees	\$78.00	\$76.00	\$2.00	\$78.00
Postage	\$100.00	\$97.54	\$2.46	\$100.00
Printing	\$100.00	\$0.00	\$100.00	\$100.00
Propoerty Ins.	\$600.00	\$552.00	\$48.00	\$600.00
Septic Maint.	\$400.00	\$1,084.10	-\$684.10	\$400.00
Website	\$300.00	\$180.00	\$120.00	\$300.00

shared Lift station fund	\$400.00	\$400.00		\$400.00
To General Septic fund	\$4,520.00	\$4,520.00		\$4,520.00
Total	\$9,040.00	\$9,440.13	-\$400.13	\$9,040.00

Submitted by: Same Bartand 524-16

Cory Bombard TTHA Secretary

Approved by: Jam Law 0

Tom Davis TTHA President