

**Timberlane Homes Association, Inc.
Special Meeting of the Board of Directors
November 14, 2013**

Meeting Called By: Linda Caudle
Meeting Called To Order At: 6:30PM
Meeting Purpose: Special Board Meeting

Roll Call

| | | | | | | | | |
|--------------|---------------|--------------|--------------|-------------|---------------|--|--|--|
| Linda | Tracey | Chele | Tonja | Josh | Kristi | | | |
| Present | Present | Present | Present | Present | Present | | | |

1. Table of Motions

Motion 1: Approve 2014 Budget as discussed in the workshop October 24, 2013.
 Motion by: Linda
 2nd: Tracey

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|--------------|---------------|--------------|--------------|-------------|---------------|--|--|--|
| Linda | Tracey | Chele | Tonja | Josh | Kristi | | | |
| Yes | Yes | Yes | Yes | Yes | Yes | | | |

Adjourn 6:38pm

**Timberlane Homes Association, Inc.
Annual Meeting of the Board of Directors
November 14, 2013**

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:02PM
Meeting Purpose: Annual Board Meeting

- A) **Present Proof of Notice of Meeting: Presented by Linda Caudle**
- B) **Quorum Confirmation: 25 in person or 30 by proxy = Total 55 – Quorum not present (need 92)**

Roll Call

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|--------------|---------------|--------------|--------------|-------------|---------------|--|--|--|
| Linda | Tracey | Chele | Tonja | Josh | Kristi | | | |
| Present | Present | Present | Present | Present | Present | | | |

- I. **Adoption of the Agenda**
 - a. Change 1 - #5 Recognition of City of Covington removed
 - b. Change 2 - #8 Election of 4 Board Members (not 5)
 - c. Approved with changes
- II. **Presentation of Volunteer of the Year Award**
 - a. Volunteer of the Year –The Brickell Family
 - b. Junior Volunteer of the Year – Alex Staats
- III. **Approve/Review Annual meeting minutes from 2011 and 12/13/2012**
 - a. Quorum not present – acting in unofficial capacity
- IV. **Election of 4 Board Members**
 - a. Floor opened for nominations – Josh Rogers

V. **Election Process**

- a. Josh Rogers re-Elected

VI. **Report of Committee Accomplishments**

- a. **Publicity & Recreation meets monthly the 4th Monday at 7:30PM in the Timberlane clubhouse office.**
 - 1. 2013 events: Sweetheart bazaar, Easter egg hunt, two garage sales, Trash & Bash, National Night Out, Make a Difference Day, Halloween Party and Holiday Bazaar.
- b. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1st Wednesday of the month at 10:00AM in the Timberlane clubhouse office.**
 - 1. Set up the groundwork for parking enforcement and neighbor participation and help.
 - 2. Monthly compliance letters and follow up.
- c. **Audit & Nominating-meets monthly at 9:00AM in the Timberlane clubhouse office on the Monday prior to the Board meeting.**
 - 1. 2013 collected data from property management to chart and review bill payment trending.
 - 2. Gave assistance to association manager to pursue delinquencies which has been reasonably successful.
 - 3. Organizes and spearheads annual budget.
 - 4. Reviews and plans for reserve study and subsequent funding.
- d. **Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 - 1. Completed diseased tree removal and planted new trees.
 - 2. Installed new pool drain and handrail required by Dept of Health.
 - 3. Nearly done with pool operating manual.
 - 4. Hired Aqua Quip to maintain pool monthly.
 - 5. Reviewing and chosen a new cleaning company and are looking at bids for landscapers.
 - 6. Sent out for bids of cul-de-sac repaving and the only bid received was over half a million dollars.
 - 7. Installed new emergency exit doors bringing building up to code.
 - 8. Meeting with the city for possible grant funding for paving, sidewalks, building improvements, etc.

VII. **New Business**

- a. 2014 Budget Presentation

Annual Meeting adjourned at 8:19PM – Special November board meeting held immediately following

Regular Meeting of the Board of Directors November 14, 2013

Meeting Called By: **Linda Caudle**
 Meeting Called To Order At: **8:38PM**
 Meeting Purpose: **Special Regular Board Meeting**

Roll Call

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|--------------|---------------|--------------|--------------|-------------|---------------|--|--|--|
| Linda | Tracey | Chele | Tonja | Josh | Kristi | | | |
| Present | Present | Present | Present | Present | Present | | | |

2. Table of Motions

Motion 1: Approval of October 11, 2013 Meeting Minutes

Motion by: Linda

| | | | | | | | | |
|--------------|---------------|--------------|--------------|-------------|---------------|--|--|--|
| Linda | Tracey | Chele | Tonja | Josh | Kristi | | | |
| Yes | Yes | Yes | Yes | Yes | Yes | | | |

Motion 2: Appoint Josh Rogers to the Board of Directors – Position expiring 2016

Motion by: Linda

2nd: Kristi

| | | | | | | | | |
|--------------|---------------|--------------|--------------|-------------|---------------|--|--|--|
| Linda | Tracey | Chele | Tonja | Josh | Kristi | | | |
| Yes | Yes | Yes | Yes | Yes | Yes | | | |

Motion 3: Officers – Linda/President, Tracey/Vice President, Kristi/Treasurer, Chele/Secretary

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|--------------|---------------|--------------|--------------|-------------|---------------|--|--|--|
| Linda | Tracey | Chele | Tonja | Josh | Kristi | | | |
| Yes | Yes | Yes | Yes | Yes | Yes | | | |

Meeting adjourned at 8:42PM