

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
March 9, 2021
Via Zoom

To attend future meetings contact support@loxomamgmt.com for access details

Open Forum: No homeowners present.

Meeting Called By: Linda Caudle
Meeting Called to Order At: 7:06PM
Meeting Purpose: Regular Board Meeting (meets the 2nd Tuesday of each month)

Roll Call

Linda	Susan	Chele	Gloria	Dorian	Vacant	Vacant	Vacant	Vacant	Chantelle
Present	Present	Present	Present	Present					Present

- 1) **Approve Consent Agenda**
 - a) Approve Meeting minutes of 2/9/2021
 - b) Ratify email vote to approve Greenbelt tree removal proposal from Cloudy Sky Tree Service for \$5,652.20

- 2) **Adoption of the Agenda**
 - a) Approved

- 3) **Committee Reports/Current Work Summary**
 - a) **Audit & Nominating-meets as needed, not open to the public due to the sensitive nature of the documents they review. (audit@timberlanehoa.org)**
 1. Review of the January 2021 Financials
 - Total Income was over the Total Expense by \$2,257.22
 - Maintenance was under budget by \$5,848.38
 - Audit was under budget by \$3,499.34
 - Compliance Committee was not reported
 - Pub and Rec Committee was under budget by \$467.50
 2. No new names were submitted for board positions.
 - b) **Publicity & Recreation-meets monthly every 2nd Tuesday at 5:30PM in the Timberlane clubhouse office. (pr@timberlanehoa.org)**
 1. Clubhouse is still closed.
 2. With no events we deferred Q1 newsletter and will go to three only for 2021.
 3. Made small changes to website to support owners access to Loxoma.
 - c) **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4th Thursday of the month at 7:00PM in the Timberlane clubhouse office. (acpc@timberlanehoa.org)**
 1. Reviewed new compliance program with Chantelle last week.
 2. Reviewed open and new compliance issues for action once new program credentials secured and settings updated.
 3. Hopefully will have letters to send out by no later than end of March. Anticipate between 40-45 letters.
 - d) **Maintenance & Pool-meets as needed. (maintenance@timberlanehoa.org)**
 1. One area of tree issues that was voted on
 2. Still waiting for bids on leaking roof, gutter repair and ceiling tile replacement
 3. Need to start work on the Pool Locker Room. We should be past the “Covid Supervisor” requirement. We may however, need to find new contractors as the old bids were provided through Agynbyte.
 4. Need to finish up the repairs on the pool that were put off due to covid. It is unknown at this point of we will be able to open, but planning that it will, but perhaps later in the summer. Will wait for state mandates to update.

- 4) **Treasurers Report**

a) See attachment 1

5) Unfinished Business:

- a) New Management transition update – complete
- b) City Parking proposal. City voted on the options: Plan A was the original plan and Plan B was where THOA wanted restrictions to go. After review of fire department requirements and limitations associated, they voted on an amended Plan A changing one street where homeowners asked for a change.
- c) Sidewalk repair concern. Chantelle spoke to legal and she will be reaching out to the city to better clarify responsibility.

6) New Business:

- a) Need to get new bids for pool locker room repair and pool updates in preparation for an anticipated pool season. Chantelle to reach out to vendors for updated bids.
- b) Discussed most recent reserve study and the update plan.
- c) Discussed possibility of starting to plan funding reserve study and improvement plans such as repaving cul-de-sacs and improving drains in 2022.

7) Association Manager’s Report:

- a) Discussed past due balances.
- b) Additional ACH sign ups are happening using the new portal.
- c) Discussed one homeowner payment plan.

8) Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

Linda	Chele	Susan	Gloria	Dorian				
Yes	Yes	Yes	Yes	Yes				

Motion 2: Approve bid from Specific Building Maintenance for downspout and gutter repair in the amount of \$1,400.

Motion by: Chele

2nd: Susan

Linda	Chele	Susan	Gloria	Dorian				
Yes	Yes	Yes	Yes	Yes				

Motion 3: Approve homeowner payment plan including fee adjustments as presented by Association Management.

Motion by: Dorian

2nd: Susan

Linda	Chele	Susan	Gloria	Dorian				
Yes	Yes	Yes	Yes	Yes				

Meeting adjourned at 8:39PM

Attachment 1 – Treasurers Report
Month of January Balances 2021

Month End Balance:

Operating Fund	\$197,287.45
Reserve Account	\$128,750.19
Petty Cash	\$ 2,000.55
Bad Debt Allowance	\$149,863.14

Monthly Expenses:

Insurance	\$ 1,418.50
Legal Fees	\$ 5,202.50
Utilities & Garbage & Phone	\$ 488.46

Street Lights	\$	0
Water and Sewer	\$	0
Management Svcs.	\$	4,500.00
Postage & Office Supplies, copies	\$	0
Coupons	\$	2,039.73
Maintenance	\$	4,751.94
Pool	\$	619.82
Payroll/Taxes/Services	\$	55.84
Security Patrol	\$	234.72
Reserve	\$	3,758.33