

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
January 8, 2015

Open Forum: One Homeowner present, no comments

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:09 PM
Meeting Purpose: Regular Board Meeting

Roll Call

Linda	Tracey	Chele	Josh	Susan	Vacant	Vacant	Vacant	Vacant	Chantelle
Present	Present	Present	Present	Present					

- I. **Approve Consent Agenda**
 - a. Approve Meeting minutes of 12/11/2014 – Approved

- II. **Adoption of the Agenda**
 - a. Approved as amended

- III. **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.**
 - 1. Review of the December 2014 Financials
 - a. Audit Committee Expense – Over budget for December 2014
 - i. Clubhouse Utilities higher than planned as 2 months worth paid in December
 - ii. Lien filing fees bundled
 - b. Maintenance Committee Expense – Over budget for December 2014
 - c. Additional tree removal needed
 - d. Drain cleaning and repair done in flooded cul-de-sacs
 - e. Publicity and Recreation Committee Expense – Under budget for December 2014
 - f. Compliance Committee – Under budget for December 2014
 - 2. Overall monthly and yearly totals against budget (Treasurer’s report) reviewed
 - 3. Total Expenses were under the Total Income by \$2,404.97
 - 4. No candidate names were submitted to be considered for the Board of Directors
 - b. **Publicity & Recreation-meets monthly every 2nd Thursday at 5:30PM in the Timberlane clubhouse office.**
 - 1. Purchasing laminated signs for the board meeting and check our website to replace bad ones. Also have to replace one piece of plexiglass.
 - 2. Newsletter emailed to board and needs proofing. PR will print and mail hard copies since so few have signed up.
 - 3. Next event in Easter Egg Hunt, first weekend in April.
 - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1st Thursday of the month at 10:00AM in the Timberlane clubhouse office.**
 - 1.
 - d. **Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 - 1. Flooding Cul-de-Sacs have been pumped other than 1 which vendor could not get vehicle down the road due to cars parked in street
 - 2. The new modem has been installed

IV. Treasurers Report

- a. See spreadsheet at end of document.

V. Unfinished Business

- a. Clubhouse tables and chairs. Some research on best prices. Both chairs and tables researched at this point are just above the NTE voted on. More information to come.

VI. New Business

- a. Discussed donation of clubhouse rental for local church event. Due to their Nonprofit status PR is bringing it to the board for vote. The donation does not meet the full criteria for donation, but they are being given the lower Sunday rate for a Saturday event and will honor that.

VII. Management Report

- a. Audit and Tax engagement in process.
- b. No new owners for the month.
- c. Security logs are in process and submitted for dissemination and posting to website.
- d. Pool fence bid is in process, delayed due to holidays.

VIII. Executive Session (if needed)

- a. Executive Session Began at 7:37pm – Return at 7:55pm.

IX. Items for Discussion at next Workshop

- a. Common Area Encroachments
- b. Bids for Review
- c. Newsletter

X. Table of Motions

Motion 1: Approval of Consent Agenda
Motion by: Linda

Linda	Tracey	Chele	Josh	Susan				
Yes	Yes	Yes	Yes	Yes				

Motion 2: Approval of amended agenda
Motion by: Tracey
2nd: Chele

Linda	Tracey	Chele	Josh	Susan				
Yes	Yes	Yes	Yes	Yes				

Motion 3: Approve a rate of \$150, which is half of the Saturday rental rate, for local church renters.
Motion by: Tracey
2nd: Chele

Linda	Tracey	Chele	Josh	Susan				
No	Yes	Yes	Yes	Yes				

Meeting adjourned at 7:56PM

Treasurers Report Next Page

Treasurer's Report January 08, 2015

Month End Balance:

Operating Fund	\$ 74,312.79
Reserve Account	\$ 32,824.48
Petty Cash	\$ 1,539.53
Delinquencies (see Month End Report for Details)	\$211,629.34
Total Monthly Expenses	\$ 24,000.99

Year-to-Date Actuals (by committee):

	<u>Budget</u>	<u>Actual</u>	over/under
Audit Committee:	\$161,080.00	\$195,929.60	-\$34,849.60
Maintenance Committee	\$ 89,360.00	\$ 84,454.74	\$ 4,905.26
Compliance Committee	\$ 1,000.00	\$ 0	\$ 1,000.00
Publicity / Recreation Committee	\$ 7,800.00	\$ 5,284.05	\$ 2,515.95
Payroll Taxes and Services	\$ 5,080.00	\$ 4,775.79	\$ 304.21
 Overall Operating Expenses:	 \$264,320.00	 \$290,444.18	 -\$26,124.18

Monthly Actuals (by committee):

	<u>Budget</u>	<u>Actual</u>	over/under
Audit Committee:	\$13,090.36	\$15,565.98	-\$2,475.62
Maintenance Committee	\$ 6,979.89	\$ 8,101.67	-\$1,121.78
Compliance Committee	\$ 83.37	\$ 0.00	\$ 83.73
Publicity / Recreation Committee	\$ 233.26	\$ 20.46	\$ 212.80
Payroll Taxes and Services	\$ 423.26	\$ 312.88	\$ 110.38
 Overall Operating Expenses:	 \$20,810.14	 \$24,000.99	 -\$3,513.77