

**Timberlane Homes Association, Inc.**  
**Meeting of the Board of Directors**  
**January 8, 2019**

**Open Forum:** None

**Meeting Called By:** Linda Caudle  
**Meeting Called to Order At:** 7:04PM  
**Meeting Purpose:** Regular Board Meeting (meets the 2<sup>nd</sup> Tuesday of each month)

**Roll Call**

Linda	Susan	Chele	Pat	Gerald	Gloria	Jenni	Gretchen	Vacant	Melissa
Present	Present	Arrived 7:10pm	Present	Present	Present	Present	Absent		Present

- I. **Approve Consent Agenda**
  - a. Approve Meeting minutes of December 11, 2018
  
- II. **Adoption of the Agenda**
  - a. Approved
  
- 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 2018 Financials
      - a. Total Income was over the Total Expense by \$6,076.87
      - b. Maintenance was under budget by \$2,303.83
      - c. Audit was under budget by \$2,565.34
      - d. Compliance Committee was under budget by \$136.63
      - e. Pub and Rec Committee was under budget by \$26.10
      - f. Agynbyte still needs to adjust budgets to show compliance tracking charges and letters sent under Compliance Committee
      - g. Received letter from Agynbyte regarding Management fees and Caliber access for directors needing review tonight.
    2. No new names were submitted for board positions.
  - b. **Publicity & Recreation-meets monthly every 2<sup>nd</sup> Tuesday at 5:30PM in the Timberlane clubhouse office.**
    1. We have one rental this month
    2. The newsletter deadline was the 15th. This is a way to promote board activities and asked for contributions with wrap up of the past year or ideas for this year.
    3. The next event is the Easter Egg Hunt.
  - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4<sup>th</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    1. Nothing to update. Still waiting on resolution with fees from Agynbyte.
    2. We have many emailed complaints to address once we can start actively working again.
  - d. **Maintenance & Pool-meets monthly every 3<sup>rd</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    1. Had a few downed and dead trees called in after storm. Heath will be sending one of his guys out to bid and remove.
    2. Tree in front of the clubhouse looks as if it uprooted. Landscaper reports that replanting will probably not be feasible. He offered to remove for \$700 + tax.

**IV. Treasurers Report**

- a. See attachment 1

**V. Unfinished Business:**

- a. Storm Drain Cleaning. Association Manager became more aggressive and ended up speaking with the owner who was advised that no action has been made on the services we have been paying for monthly. To make amends for no action in 2018 the vendor will be cleaning all drains in a three-week period then start back onto the quarterly maintenance schedule that we originally agreed to.
- b. Rule Change discussion regarding collections. Completion of the issue will be addressed once fees are agreed to with Agynbyte.

**VI. New Business:**

- a. Discussion about how we can help home owners with the tree waste from these windstorms.

**VII. Association Manager’s Report:**

- a. We had six home sales in December.
- b. Pool pump has been installed and AquaQuip and Orca to work together to figure out the power issue.
- c. CatchAll cleaned the critical area (drain) 1/8 and scheduling the rest as per above.
- d. A lot of calls have come in due to trees and Cloudy Tree has been inspecting as calls come in.
- e. Delinquencies increasing. Currently 231 owners more than 90 days past due.

**VIII. Executive Session (7:30-7:45)**

- a. Discussed legal issue

**IX. Table of Motions**

**Motion 1:** Approval of Consent Agenda

Motion by: Linda

Linda	Chele	Susan	Pat	Gerald	Gloria	Jenni	Gretchen	
Yes	Absent	Yes	Yes	Yes	Yes	Yes	Absent	

Meeting adjourned at 7:45PM

*Attachment 1 – Treasurers Report*

**Report for December 2018**

**Month End Balance:**

Operating Fund	\$119,821.58
Reserve Account	\$ 51,886.55
Petty Cash	\$ 1,521.99
Bad Debt	\$149,863.14
Month End Income	\$ 25,490.78

**Monthly Expenses:**

Insurance	\$ 1,491.95
Legal Fees	\$ 0.00
Utilities & Garbage & Phone	\$ 1,310.18
Street Lights	\$ 2,174.72
Water and Sewer	\$ 673.03
Management Svcs.	\$ 5,000.00
Postage & Office Supplies, copies	\$ 330.78

Coupons	\$ 00.00
Maintenance	\$ 4,645.94
Pool	\$ 541.64
Payroll/Taxes/Services	\$ 740.53
Security Patrol	\$ 2,076.44
Reserve	\$ 816.67