

**Timberlane Homes Association, Inc.**  
**Meeting of the Board of Directors**  
**December 11, 2018**

**Open Forum:** No Comments

**Meeting Called By:** Linda Caudle  
**Meeting Called to Order At:** 7:14PM  
**Meeting Purpose:** Regular Board Meeting (meets the 2<sup>nd</sup> Tuesday of each month)

**Roll Call**

<b>Linda</b>	<b>Susan</b>	<b>Chele</b>	<b>Pat</b>	<b>Gerald</b>	<b>Gloria</b>	<b>Jenni</b>	<b>Gretchen</b>	Vacant	<b>Melissa</b>
Present	Present	Present	Absent	Present	Present	Present			Absent

- I. **Approve Consent Agenda**
  - a. Approve Meeting minutes of November 13, 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 November 2018 Financials
      - a. Total Income was over the Total Expense by \$2,517.80
      - b. Maintenance was under budget by \$237.53
      - c. Audit was over budget by \$1,896.65 due to Annual Meeting costs
      - d. Compliance Committee was under budget by \$136.67
      - e. Pub and Rec Committee was under budget by \$22.80
      - f. Agynbyte still needs to adjust budgets to show compliance tracking charges and letters sent under Compliance Committee
      - g. Still waiting to hear if Compliance Committee can input the tracking instead of Agynbyte to save on costs.
    - 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. Newsletter articles due for January Q1 distribution
  - 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.
  - 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 trees reported as needing care. We have our tree service scheduling
    - 2. Still have not heard from Catch All to see when they will be out. We did call on some other vendors to see if they are willing to do the job in Timberlane. They others say the job is actually too small for them. We will need to stay with Catch All at this moment. That could change if we find another vendor willing to do the job.
  
- IV. **Treasurers Report**
  - a. See attachment 1
  
- V. **Executive Session (7:17pm – 8:40pm)**

- a. Discussed legal input regarding policy.

**VI. Table of Motions**

**Motion 1:** Approval of Consent Agenda

Motion by: Linda

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

Meeting adjourned at 8:40PM

*Attachment 1 – Treasurers Report*  
**December 11, 2018**  
**Report for November 2018**

**Month End Balance:**

Operating Fund	\$118,135.51
Reserve Account	\$ 51,052.36
Petty Cash	\$ 1,607.13
Bad Debt	\$149,863.14
Month End Income	\$ 27,323.74

**Monthly Expenses:**

Insurance	\$ 1,491.95
Legal Fees	\$ 326.17
Utilities & Garbage & Phone	\$ 1,072.88
Street Lights	\$ 2,658.10
Water and Sewer	\$ 812.48
Management Svcs.	\$ 5,015.00
Postage & Office Supplies, copies	\$ 3,561.10
Coupons	\$ 16.20
Maintenance	\$ 5,277.94
Pool	\$ 1,976.22
Payroll/Taxes/Services	\$ 750.17
Security Patrol	\$ 1,269.67
Reserve	\$ 816.67