

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
February 14, 2013

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:00PM
Meeting Purpose: Regular Board Meeting

Roll Call

Linda	Tracey	Chele	Tonja	Josh	Jamie	Kristi	Joe	
Present	Present	Present	Present	Absent	Absent	Present	Absent	

I. Adoption of the Agenda

- a. Adopted

II. Open Forum:

- a. Gave open permission to homeowners to cut up and remove left over tree wood from parking lot and anywhere it can be found in the greenbelts on the ground. It is not ok to cut down trees.

III. Approve Consent Agenda

- a. Approved

IV. Treasurers Report

- a. Kristi is working on changing names on the safety deposit box to current board officers.
- b. Audit has been working on homeowner delinquencies.
- c. Files have been rearranged in the office.

V. New Business:

- a. ACPC Parking Discussion tabled to workshop.
- b. Additional Pool repairs required due to new notes from the County: Need installation of chlorine feeder. Need to restock cartridges. Have received bids for this. Feeder & Cap of wader (small pool) lines \$1,108.35, and cartridges \$1,172.82. Need to approve this new expense.

VI. Committee Reports/Current Work Summary

- a. **Publicity & Recreation-meets monthly every 4th Tuesday at 7:00PM in the Timberlane clubhouse office.**
 - 1. This weekend donating the clubhouse to Fred Meyer Relay for Life event for bunco night. Open to the public and lots of fun.
 - 2. Have other donations requests from Relay for Life organizations and have a request to use clubhouse for college prep program for kids.
 - 3. Sweetheart bazaar was not as successful as we would have liked. Lots of vendors but not a lot of buyers. Did make \$300 in raffle donations and table fees for our community events. A bit disappointing.
 - 4. Easter Egg hunt coming up 3/30 starting at 11am. Need volunteers for Easter Egg Stuffing 3/29 6pm.
 - 5. Joint committee meeting with Maintenance and Pool committee Monday night to discuss Earth Day event and tree planting in front of the clubhouse. Tracey working with Horticulture program at Kentwood high seeking students interested in helping us plan the event.
 - 6. Will be selecting a date for the first (2nd annual) community rummage sale. Event will be first come first, first serve and free to homeowners.
 - 7. Need to formalize figuring out what to do for a rental coordinator.
- b. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1st Wednesday of the month at 10:00AM in the Timberlane clubhouse office.**
 - 1. Parking compliance issue tabled till the workshop.
 - 2. Working on a process for ACPC activities to give to Windermere to guide future committee members. Last meeting was very efficient but we still need to formalize follow up procedures and reporting in

order to begin fining process.

c. Audit & Nominating-meets monthly at 9:00am in the Timberlane clubhouse office on the First Monday of the month.

1. We have one open position on the board and would welcome any volunteers.
2. Audit is complete for 2011 and the bill has been paid. 2012 will be significantly less expensive due to Windermere's involvement.

d. Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.

1. Aqua Quip reviewing Operations manual.
2. Trees are complete through Phase one. Walk through with loggers tomorrow to find missed trees and discuss any issues.
3. Exterior light is out and By Ear is looking to exchange it since bulb replacement not successful.
4. By Ear still trying to find vendor for replacement of clubhouse door handles.
5. Have scheduled alarm people three times and three times they have no showed. Is trying to get ahold of man who did install to get him to come out to fix glass break alarm.

VII. Board Member Comments

- a. None

VIII. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by:
2nd:

Linda	Tracey	Chele	Tonja	Josh	Jamie	Kristi	Joe	
Yes	Yes	Yes	Yes	Absent	Absent	Yes	Absent	

Motion 2: Approve reducing Comcast phone bill by removing Fax Line.

Motion by: Tracey
2nd: Kristi

Linda	Tracey	Chele	Tonja	Josh	Jamie	Kristi	Joe	
Yes	Yes	Yes	Yes	Absent	Absent	Yes	Absent	

Motion 3: Change collections policy so that late accounts incur a \$10 late fee per month rather than both interest and late fee.

Motion by: Linda
2nd: Kristi

Linda	Tracey	Chele	Tonja	Josh	Jamie	Kristi	Joe	
Yes	Yes	Yes	Yes	Absent	Absent	Yes	Absent	

Motion 4: Approve bad debt write off of \$16,253.38.

Motion by: Linda
2nd: Tracey

Linda	Tracey	Chele	Tonja	Josh	Jamie	Kristi	Joe	
Yes	Yes	Yes	Yes	Absent	Absent	Yes	Absent	

Motion 5: Approve expenses for new Feeder & Cap of wader (small pool) lines of \$1,108.35, and cartridges of \$1,172.82.

Motion by: Linda
2nd: Chele

Linda	Tracey	Chele	Tonja	Josh	Jamie	Kristi	Joe	
Yes	Yes	Yes	Yes	Absent	Absent	Yes	Absent	

Open item for next month:

1. Parking Compliance Process

Meeting adjourned at 8:00pm