

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
March 13, 2018

Open Forum: Discussion about residents taking care of and adopting neighboring greenbelts. The board appreciates all help maintaining greenbelts, but cannot allow for alterations.
 Discussion about trees being cut down on private property. With the exception of Division 5, any tree on private property can be cut or left at the owner’s discretion in accordance with city guidelines.
 Discussions regarding violations and fines and how those fines are utilized for the association. Fines are used for further compliance activities.

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:28 PM
Meeting Purpose: Regular Board Meeting (meets the 2nd Thursday of each month- see change below)

Roll Call

Linda	Tracey	Chele	Susan	Pat	Gerald	Vacant	Vacant	Vacant	Melissa
Present	Present	Present	Present	Present	Present				Present

- I. **Approve Consent Agenda**
 - a. Approve Meeting minutes of 2/20/18

- II. **Adoption of the Agenda**
 - a. Approved with addition of discussion regarding broken banquet tables and asphalt repair.

- 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 February Financials
 - Total Income was under the Total Expense by \$472.25 for February 2018
 - Maintenance was over budget for February by \$1,602.07 due to bills coming in later than normal until all mailing addresses get changed to Agynbyte.
 - Audit was over budget for February by \$2,118.16 due to the same mailing info as Maintenance.
 2. One new applicant for board position – Lynn Bubenas – non Timberlane resident but lives in neighboring development.
 - b. **Publicity & Recreation-meets monthly every 2nd Tuesday at 5:30PM in the Timberlane clubhouse office.**
 1. We are working on the newsletter. Articles are due to the PR committee by March 26th.
 2. We have several rentals up coming. Most of April and May are booked. We need to purchase 5 new tables to replace the tables that have been broken.
 3. The Easter Egg Hunt is planned for March 31st at 11am. We need volunteers to help stuff eggs at 6pm on Friday March 30th. We will also need volunteers to help hide eggs at 9am on Saturday March 31st.
 - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 3rd Tuesday of the month at 7:00PM in the Timberlane clubhouse office.**
 1. Waiting for guidance from Agynbyte on a new system to complete letters and fines but monitoring completed.
 2. Agynbyte continuing to talk to complainants and send out letters as needed in the interim.
 3. Will discuss options for moving forward during executive session.
 - d. **Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 1. Researched cement Bench options. Metal appears to be a better choice
 2. Need to order the new benches and picnic table for the playground

3. Need to review bid for Phase 2 of the sidewalk repair

IV. Treasurers Report

- a. See attachment at end of minutes report.

V. Unfinished Business:

- a. City storm water easement proposal. Need to approve amended documents to go back to the city.
- b. Benches for playground area. The decision had been made to move to metal benches over concrete and the vote for expenditure has been approved at last meeting. Getting bids for installation of new benches and tables.

VI. New Business:

- a. Vote to replace five banquet tables.
- b. Discussion regarding phase 2 of the sidewalk repair.

VII. Manager's Report:

- a. Has sent out letters to homeowners as appropriate for complaints. A number of the complaints have been noise related and illegal activity related. HOA manager refers those to law enforcement.

VIII. Executive Session: (Taken 8:30pm – Return 9:34pm)

- a. Discussion regarding severe delinquencies.

IX. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

Linda	Tracey	Chele	Susan	Pat	Gerald			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 2: Approve Agenda

Motion by: Linda

Linda	Tracey	Chele	Susan	Pat	Gerald			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 3: Approve the amended City Storm Water Easement proposal documents as edited by attorney J. David Huhs.

Motion by: Chele Seconded by: Gerald

Linda	Tracey	Chele	Susan	Pat	Gerald			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 4: Purchase five Lifetime banquet tables to replace and match broken ones.

Motion by: Tracey Seconded by: Gerald

Linda	Tracey	Chele	Susan	Pat	Gerald			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 5: Approve bid from Eagle Asphalt Sealcoating to complete Phase II of concrete work in the amount of \$10,202.97.

Motion by: Pat Seconded by: Gerald

Linda	Tracey	Chele	Susan	Pat	Gerald			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 5: Process Lien on property no longer in bankruptcy.

Motion by: Tracey Seconded by: Gerald

Linda	Tracey	Chele	Susan	Pat	Gerald			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 6: Direct Property Manager to research delinquent accounts for possible Sheriff's sales/foreclosures.

Motion by: Gerald Seconded by: Susan

Linda	Tracey	Chele	Susan	Pat	Gerald			
Yes	Yes	Yes	Yes	Yes	Yes			

Meeting adjourned at 9:37PM

Attachment 1

Treasurer's Report March 13, 2018

Month End Balance:

Operating Fund	\$136,684.17
Reserve Account	\$ 58,455.60
Petty Cash	\$ 2,000.02
Delinquents	\$190,722.86
Month End Income	\$ 26,163.43

February Expenses:

Insurance	\$ 1,250.17
Legal Fees	\$ 303.45
Utilities & Garbage & Phone	\$ 2,686.03
Street Lights	\$ 4,968.03
Water and Sewer	\$ 570.14
Management Svcs.	\$ 5,000.00
Postage & Office Supplies	\$ 223.62
Coupons	\$ 25.04
Escrow Transfer Fees	\$ 0
Maintenance	\$ 8,774.45
Pool	\$ 319.31
Payroll/Taxes/Services	\$ 500.01
Security Patrol	\$ 1,950.35
Reserve	\$ 816.67