

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
March 8, 2012

Meeting Called By: Bryan Lackey
Meeting Called To Order At: 7:10PM
Meeting Purpose: Regular Board Meeting

Roll Call

Bryan	Linda	George	Tonja	Chele	Tracey	Jamie	Josh	
Present	Present	Present	Present	Present	Present	Present	Present	

I. Adoption of the Agenda

- a. Tracey motioned approval, Linda seconded. Agenda adopted.

II. Open Forum:

- a. Discussion regarding mailboxes and upkeep/replacement. Board reassured homeowner that it is not a dead issue but that we have run into a few legal challenges that we are trying to resolve and that may take some time.

III. Approve Consent Agenda

- a. Tracey moved for approval, George seconded.

IV. Treasurers Report

- a. Board packet received Wednesday instead of earlier in the week as expected. It was rather long so not printed out for everyone even though not all board members have had to a chance to review.
- b. Delinquencies are high and we believe it's because the coupons have not been fully understood and those who want to pay quarterly have been assured they will not be held as "late" until the end of the quarter while we are transitioning.
- c. Operating budget is below expectations but electrical is running \$200 higher than prior months which is a bit confusing since we have no office administration.

V. Committee Reports/Current Work Summary

- a. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1st Wednesday of the month at 10:00AM in the Timberlane clubhouse office.**
 - 1. Currently working on Rules & Regs handbook which will be required in order to start true compliance with fining. Current group has taken all current complaints and completed a drive through to see if they are still open or if they have been corrected. Many have actually been corrected.
- b. **Audit & Nominating-meets monthly at 7:00PM in the Timberlane clubhouse office on the Monday prior to the Board meeting (held on the 2nd Thursday of every month).**
 - 1. Accounting issues have been addressed. All accounts are now transitioned to Windermere.
 - 2. Taxes are waiting on one item from Windermere then they will be completed.
 - 3. The 2010 audit has been returned for review and the Audit Committee will be reviewing Friday 3/9 and getting the appropriate signatures for finalization.
- c. **Publicity & Recreation-meets monthly every 4th Tuesday at 7:00PM in the Timberlane clubhouse office.**
 - 1. Recap on bazaar included things that went well and what didn't go so well. Have documented changes for next events.
 - 2. Newsletter is coming up. Offering ad space (\$5/inch with a 1/2" minimum -2" wide).
 - 3. Easter Egg Hunt coming up. All supplies in and we got a megaphone really cheap in order to help with outdoor events. Need Easter egg stuffers and hidens volunteers.
 - 4. Earth day coming up. Ordered small globe key chains for kids and will have coffee/muffins for volunteers. Will prepare a flyer for kids to take home in school packets.
 - 5. Organizing a community garage sale and details will be in next newsletter.
 - 6. Have a loose rental process with Windermere that seems to be working. Need to tie off with cleaners to

work with us following rentals.

7. The board needs to come to a final decision on whether we hire one person for rentals and one for compliance or hire two separate people. May be able to use second number into the office and forward it to hired person.
8. Website being transitioned to Weebly and email *SHOULD* transition to Google Apps. Chele working on it in order to have it all done by April 1.

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

1. The current chemical process for the pool is not working according to the best practices provided by Orca who is orchestrating all upgrades and repairs. Orca is working with an engineer to draw up plans for recommendations of relocating and replacing equipment to become compliant. Cost is \$6,000 for design to repair both pools, \$1,760 for the chlorination system for the big pool, not including a second sump if required. The wading pool is going to have to be cut off from the main pool and managed completely separately in order to be compliant. Once the permits are approved we have 18 months to complete the wading pool. The big pool should be ready to go by June.
2. By Ear Construction contracts are started. George had him correct the promised discount on the documents. Once George gets ahold of him to give him the go ahead, the permit process will be started.
3. George has been working with the landscapers and continues to see areas where homeowners have and continue to take advantage of the association with dumping in greenbelts and streets.
4. George is still working with Rainier recycle trying to get them to confirm free yard waste for Earth Day.

VI. Open Floor for those interested in Open Board Positions

- a. None

VII. Unfinished Business from Last Meeting

- a. None

VIII. Director Comments

- a. Need to invite City Council and Staff to our annual meeting to give them a certificate of appreciation.

IX. Table of Motions

- a. None

Meeting Adjourned 8:51pm