

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
March 9, 2017

Open Forum: No Comments

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:06PM
Meeting Purpose: Regular Board Meeting (meets the 2nd Thursday of each month)

Roll Call

Linda	Tracey	Chele	Susan	Scott	Pat	Vacant	Vacant	Vacant	Chantelle
Present	Present	Present	Present	Present	Present				Present

- I. **Approve Consent Agenda**
 - a. Approve Meeting minutes of 2/9/2017

- II. **Adoption of the Agenda**
 - a. Approved as amended

- 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. Audit Committee Expense – Over budget for February 2017, YTD under budget
 - 2. Maintenance Committee Expense – Under budget for February 2017, YTD under budget
 - 3. Publicity and Recreation Committee Expense – Over budget for February 2017, YTD under budget
 - 4. Compliance Committee – Over budget for February 2017 YTD over budget
 - 5. No names were submitted for empty board positions.
 - b. **Publicity & Recreation-meets monthly every 2nd Thursday at 5:30PM in the Timberlane clubhouse office.**
 - 1. Newsletter deadline coming up, as close to March 15th as possible. Discussed articles to be written.
 - 2. Easter Egg hunt will be April 15th. Hiding begins at 9am, volunteers needed. Stuffing is April 14th at 6pm. Volunteers desperately needed.
 - 3. Would like to encourage a road cleanup and asked maintenance/ACPC to consider. PR committee would like to support this plan.
 - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 3rd Tuesday of the month at 7:00PM in the Timberlane clubhouse office.**
 - 1. Boulders have been installed in all greenbelt easements that can be parked in. The process went relatively smoothly.
 - 2. Need to plan for a boulder inspection to be sure they are in the proper place and move any that are wrongly placed. The landscaper will come out one time to make corrections.
 - d. **Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 - 1. The handyman came out to fix several items.
 - 2. Have bids to review for concrete work, bathroom repair, fence climbing deterrents, to be discussed and voted on.
 - 3. Need to determine when to begin pool hire process and confirm opening plan.

- IV. **Treasurers Report**
 - a. See end of document for details

- V. **Unfinished Business:**
 - a. Review bid for walkway repair and dome removal at clubhouse.
 - b. Vendor to repair North Parking lot and Playground lights waiting for good weather to bring out boom.

- c. Discuss updates on clubhouse restroom improvements and discussions with vendor. Vendor not able to complete full scope of changes. Vendor plumbing/Drain will be quoting some of the work. Tabled until April for more bids to be
- d. Discuss bids for adding straight lines of barbed wire to arms already on fence to deter vandals.

VI. New Business:

- a. Manager’s vacation April 5th – 11th.

VII. Association Manager’s Report:

- a. Security logs in process.
- b. Tax extension filed and audit is in process.
- c. Having discussions with TOPS for some challenges.

VIII. Executive Session (Called at 8:18pm, return at 8:42pm)

- a. Discuss homeowner account request
- b. Delinquency report

IX. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

Linda	Tracey	Chele	Susan	Scott	Pat			
Yes	Yes	Yes	Yes					

Motion 2: Approve bid for \$2,690 plus tax, to remove concrete dome and replace with dirt for plants.

Motion by: Tracy

2nd: Susan

Linda	Tracey	Chele	Susan	Scott	Pat			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 3: Approve bid for \$4,595 plus tax, to replace the sidewalk from street to pool office.

Motion by: Chele

2nd: Scott

Linda	Tracey	Chele	Susan	Scott	Pat			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 4: Accept bid for \$1,885 plus tax, to add barbed wire to pool fence and add a post to the gate.

Motion by: Susan

2nd: Pat

Linda	Tracey	Chele	Susan	Scott	Pat			
Yes	No	Yes	Yes	Yes	Yes			

Motion 5: Approve homeowner request to bring account current with adjustments.

Motion by: Chele

2nd: Tracey

Linda	Tracey	Chele	Susan	Scott	Pat			
Yes	Yes	Yes	Yes	Yes	Yes			

Motion 6: Approve 3 accounts for possible foreclosure, 16 accounts for further legal action, and 62 accounts for legal lien and demand, and 2 former homeowner accounts in the amount of \$5,649.43 for bad debt write off and further collection action.

Motion by: Chele

2nd: Tracey

Linda	Tracey	Chele	Susan	Scott	Pat			
Yes	Yes	Yes	Yes	Yes	Yes			

Meeting adjourned at 8:44PM

Treasurer's Report February 09, 2017

<u>Month End Balance:</u>	<u>JANUARY</u>	<u>FEBRUARY</u>
Operating Fund	\$120,250.20	\$153,029.75
Reserve Account	\$ 46,921.58	\$ 48,566.58
Petty Cash	\$ 781.41	\$ 615.15

February Expenses:

Insurance	\$ 1,229.16	\$ 1,229.16
Legal Fees	\$ 46.34	\$ 813.50
Utilities & Garbage	\$ 3,108.05	\$ 1,015.47
Water and Sewer	\$ 3,222.25	\$ 2,621.98
Management Svcs.	\$ 5,203.33	\$ 5,083.33
Postage & Office Supplies	\$ 168.93	\$ 103.08
Coupons	\$ 4.33	\$ 20.81
Escrow Transfer Fees	\$ 750.00	\$ 450.00
Maintenance	\$ 4,733.83	\$ 6,519.18
Pool	\$ 537.55	\$ 217.20
Payroll/Taxes/Services	\$ 246.24	\$ 247.77
Security Patrol	\$ 2,300.16	\$ 2,381.97
Reserve	\$ 706.50	\$ 816.17