

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
April 14, 2015

Open Forum: None

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:08 PM
Meeting Purpose: Regular Board Meeting (meets the 2nd Thursday of each month)

Roll Call

Linda	Tracey	Chele	Susan	Vacant	Vacant	Vacant	Vacant	Vacant	Chantelle
Present	Arrived 7:40p	Present	Present						Present

- I. **Approve Consent Agenda**
 - a. Approve Meeting minutes of 3/16/2014

- 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 March 2016 Financials
 - i. Total Expenses were under the Total Income by \$5,759.47 for March and \$50,991.13 under for the year.
 2. Audit Committee Expense – Under budget for March 2016
 3. Maintenance Committee Expense – Under budget for March 2016
 4. Publicity and Recreation Committee Expense – Under budget for March 2016
 5. Compliance Committee – Over budget for March 2016
 - i. Police Patrol not budgeted for under Compliance was applied
 6. No candidate names were submitted to be considered for the Board of Directors
 - b. **Publicity & Recreation-meets monthly every 2nd Thursday at 5:30PM in the Timberlane clubhouse office.**
 1. Newsletter will be complete this weekend for review.
 2. New signs made for A-Frames
 3. Rummage sale to be determined based on dates/board coverage.
 4. Next event is trash and bash.
 - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 3rd Tuesday of the month at 7:00PM in the Timberlane clubhouse office.**
 1. Committee still getting used to new TOPSSOFT compliance program.
 2. Request put forth by homeowner to build expansion. Vote taken.
 - d. **Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 1. The committee came up with a pool opening proposal. The proposal will be reviewed and voted on at this meeting.

- IV. **Treasurers Report**
 - a. See table at end of document

- V. **Unfinished Business:**
 - a. Discussion regarding towing signs and tow service contracts.
 - b. Preliminary encroachment plan still in process.

- c. Rules update discussion
- d. Website update discussion

VI. New Business:

- a. Clubhouse facility use – request from City. Discussed insurance issues and next steps.
- b. Pool Opening, schedule and staffing discussion

VII. Association Manager’s Report:

- a. Reviewed documented report

VIII. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

Linda	Tracey	Chele	Susan					
Yes	Absent	Yes	Yes					

Motion 2: Approve application of Lot 1-282 for ACPC request for home improvement.

Motion by: Susan

2nd: Chele

Linda	Tracey	Chele	Susan					
Yes	Absent	Yes	Yes					

Motion 3: Reduce petty cash account from \$1,500 to \$750 for recurring balance.

Motion by: Susan

2nd: Chele

Linda	Tracey	Chele	Susan					
Yes	Absent	Yes	Yes					

Meeting adjourned at 8:45PM

Treasurer's Report April 14, 2016

Month End Balance:

Operating Fund	\$136,277.74
Reserve Account	\$ 40,513.32
Petty Cash	\$ 1,500.61
Delinquencies (see Month End Report for Details)	\$205,701.57
Total Monthly Expenses	\$ 20,568.96

Year-to-Date Actuals (by committee):

	<u>Budget</u>	<u>Actual</u>	<u>Over/Under</u>
Audit Committee:	\$ 48,695.94	\$ 45,967.38	\$ 2,728.56
Maintenance Committee	\$ 22,837.53	\$ 15,548.33	\$ 7,289.20
Compliance Committee	\$ 500.00	\$ 337.20	\$ 162.81
Publicity / Recreation Committee	\$ 750.02	\$ 41.18	\$ 708.84
Payroll Taxes and Services	\$ 1,599.96	\$ 1,811.90	\$ 211.94
 Overall Operating Expenses:	 \$ 74,383.46	 \$ 63,705.99	 \$10,677.47

Monthly Actuals (by committee):

	<u>Budget</u>	<u>Actual</u>	<u>Over/Under</u>
Audit Committee:	\$ 16,709.76	\$ 13,916.29	\$ 2,793.47
Maintenance Committee	\$ 7,612.51	\$ 5,330.89	\$ 2,281.62
Compliance Committee	\$ 166.67	\$ 337.20	\$ 170.53
Publicity / Recreation Committee	\$ 33.34	\$ 19.60	\$ 13.74
Payroll Taxes and Services	\$ 533.32	\$ 964.98	\$ 431.66
 Overall Operating Expenses:	 \$25,055.60	 \$20,568.96	 \$ 4,486.64