

**Timberlane Homes Association, Inc.**  
**Meeting of the Board of Directors**  
**April 9, 2015**

**Open Forum:** Discussion about dumping, trash issues.

**Meeting Called By:** Linda Caudle  
**Meeting Called To Order At:** 7:14 PM  
**Meeting Purpose:** Regular Board Meeting

**Roll Call**

<b>Linda</b>	<b>Tracey</b>	<b>Chele</b>	<b>Josh</b>	<b>Susan</b>	<b>Vacant</b>	<b>Vacant</b>	<b>Vacant</b>	<b>Vacant</b>	<b>Chantelle</b>
Present	Present	Present	Vacation	Present					Present

- I. **Approve Consent Agenda**
  - a. Approve Meeting minutes of 3/12/2015 – Approved
  
- 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 2015 Financials
      - a. Audit Committee Expense – under budget for March 2015
        - i. Monthly budget for Accounting & Tax Services not due
        - ii. Bad Debt not written off in March
      - b. Maintenance Committee Expense – Under budget for March 2015
        - i. Some large vendor bills not processed in March. Will show in April.
      - c. Publicity and Recreation Committee Expense – Under budget for March 2015
        - i. Money Transfer to Maintenance for Tables
      - d. Compliance Committee – Under budget for March 2015
    2. Overall monthly and yearly totals against budget (Treasurer’s report) reviewed
    3. Total Expenses were under the Total Income by \$13,009.69
    4. One candidate (Crystal Luster) has asked to be nominated to the Board of Directors. She meets the meeting requirements, if, she attends tonight’s meeting.
  - b. **Publicity & Recreation-meets monthly every 2<sup>nd</sup> Thursday at 5:30PM in the Timberlane clubhouse office.**
    1. Newsletter went out. Only had to mail out 12, emailed about 20. Posted to Facebook and website.
    2. Easter Egg Hunt was packed, more kids then years before. 3,000 eggs went fast.
    3. Earth Day cleanup on the 25<sup>th</sup>.
    4. Quite a few rentals coming up in the next couple of months. Need volunteers to cover some.
  - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1<sup>st</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    1. Encroachment project continues with committee following up on board observations from walk through.
    2. Have received some compliments as to improvements happening in the neighborhood.
    3. Letters and fines continue to be the course of action for remediation of rules issues and are showing some success.
    4. Need to discuss board action of homeowner video of licensed landscaper dumping yard waste in greenbelt.
  - d. **Maintenance & Pool-meets monthly every 3<sup>rd</sup> Thursday of the month at 7:00PM in the Timberlane**

**clubhouse office.**

1. Repairs to the wall in the clubhouse has started
2. We are still working with the city and county with the required gate installation. Trying to reach agreement between the city and county. They are still pushing for us to get an architect, but not quite as hard as they were. We may be able to bypass this (fingers crossed).
3. One notification of a needed pothole repair has come in.
4. Tables have been ordered, still to be picked up.
5. Chairs have been ordered.
6. Budget transfers have been made from Pub and Rec to Maintenance for the purchase of the tables and chairs for accounting purposes.

**IV. Treasurers Report**

- a. See table at end of document

**V. Unfinished Business:**

- a. Clubhouse Tables and Chairs – In process
- b. 2014 Tax & Year End Audit

**VI. New Business:**

- a. Board Position – Vote
- b. Board follow up of homeowner video of licensed landscaper dumping on common property

**VII. Association Manager’s Report:**

- a. Nothing new from last month.

**VIII. Items for Discussion at next Workshop**

- a. Encroachment walk through – revisit
- b. Pool fence barrier – revisit
- c. Earth Day Cleanup

**IX. Table of Motions**

**Motion 1:** Approval of Consent Agenda

Motion by: Linda

Linda	Tracey	Chele	Josh	Susan				
Yes	Yes	Yes	Vacation	Yes				

**Motion 2:** Appoint Crystal Luster to Board Position

Motion by: Chele

2<sup>nd</sup>: Tracey

Linda	Tracey	Chele	Josh	Susan				
Yes	Yes	Yes	Vacation	Yes				

**Upcoming Meetings: Board Meeting & Workshop (2nd Thurs) – May 14, 2015 @ 7pm - TBD**

**Meeting adjourned at 7:52PM**

## Treasurer’s Report April 09, 2015

**Month End Balance:**

Operating Fund	\$ 103,523.32
Reserve Account	\$ 34,207.28
Petty Cash	\$ 3,571.81
Delinquencies (see Month End Report for Details)	\$ 203,902.45
Total Monthly Expenses	\$ 14,076.20

**Monthly Actuals** (by committee):

	<u>Budget</u>	<u>Actual</u>	over/under
Audit Committee:	\$ 17,767.75	\$ 13,316.21	\$ 4,451.54
Maintenance Committee	\$ 7,573.34	\$ 1,696.29	\$ 5,877.05
Compliance Committee	\$ 83.33	\$ 0	\$ 83.33
Publicity / Recreation Committee	\$ 358.34	\$ -1,338.11	\$ 979.77
Payroll Taxes and Services	\$ 429.18	\$ 460.84	-\$ 31.66
Overall Operating Expenses:	\$ 46,020.13	\$ 62,794.57	-\$16,774.44

**Year-to-Date Actuals** (by committee):

	<u>Budget</u>	<u>Actual</u>	over/under
Audit Committee:	\$ 46,899.50	\$ 59,729.56	-\$ 12,830.06
Maintenance Committee	\$ 22,720.02	\$ 15,753.60	\$ 6,966.40
Compliance Committee	\$ 249.99	\$ 0	\$ 249.99
Publicity / Recreation Committee	\$ 1,075.02	\$ 95.30	\$ 979.72
Payroll Taxes and Services	\$ 1,287.54	\$ 1,292.31	-\$ 4.77
Overall Operating Expenses:	\$ 72,232.07	\$ 76,870.77	-\$ 4,638.70