

**Timberlane Homes Association, Inc.**  
**Meeting of the Board of Directors**  
**May 11, 2017**

**Open Forum:   None**

**Meeting Called By:                 Linda Caudle**  
**Meeting Called To Order At:     7:15 PM**  
**Meeting Purpose:                 Regular Board Meeting (meets the 2<sup>nd</sup> Thursday of each month)**

**Roll Call**

<b>Linda</b>	<b>Tracey</b>	<b>Chele</b>	<b>Susan</b>	<b>Scott</b>	<b>Pat</b>	Vacant	Vacant	Vacant	<b>Chantelle</b>
Present	Present	Present	Present	Resigned 5/11	Present				Present

- I. **Approve Consent Agenda**
  - a. Approve Meeting minutes of 4/13/2017
  
- 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. The audit is underway, nothing to report.
    - 2. No volunteers for Board
  - b. **Publicity & Recreation-meets monthly every 2<sup>nd</sup> Thursday at 5:30PM in the Timberlane clubhouse office.**
    - 1. The newsletter deadline is June 15<sup>th</sup>. We need an article from each committee for the newsletter.
    - 2. The Easter Egg hunt was a huge success.
    - 3. Next event is National Night Out in August.
    - 4. We have four upcoming rentals but no rentals in July and August at this point.
  - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 3<sup>rd</sup> Tuesday of the month at 7:00PM in the Timberlane clubhouse office.**
    - 1. Boulders review complete and a good number will be changed later this month.
    - 2. ACPC checks have been complete. Will be reviewed by committee to give green light to send letters.
  - d. **Maintenance & Pool-meets monthly every 3<sup>rd</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    - 1. Interviews for pool attendants scheduled for this evening
    - 2. Need to get the depth numbers painted in the pool. Linda still looking for the paint.
    - 3. Walkway from road to pool door is complete.
    - 4. Dome reconstruction is complete
    - 5. Have yet to hear from drain cleaning company regarding pumping.
  
- IV. **Treasurers Report**
  - a. Audit Committee Expense:  
YTD budget = \$70,713.69; YTD Actual = \$61,625.69; under budget = \$9,088.27
  - b. Maintenance & Pool Committee Expense:  
YTD budget = \$27,550.00; YTD Actual = \$25,991.39; under budget = \$1,558.61
  - c. Compliance Committee Expense:  
YTD budget = \$546.68; YTD Actual = \$9,497.93; over budget = (\$8,951.25)
  - d. Publicity & Recreation Committee Expense:

YTD budget = \$1,016.68; YTD Actual = \$500.51; underbudget = \$516.17

e. Payroll Taxes & Service:

YTD budget = \$1,503.28; YTD Actual = \$1,012.48; underbudget = \$490.80

V. **Unfinished Business:**

- a. Clubhouse restroom improvements – review and revisit bids.
- b. Clubhouse walkway repair – review bids. Asking for bids on revised/reduced scope

VI. **New Business:**

- a. Clubhouse vandalism repair email vote ratification.
- b. Pool opening is June 29<sup>th</sup>. Will need executive session to select staff from earlier interviews.
- c. Review insurance renewal.

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

- a. Manager vacation May 25<sup>th</sup> to June 1<sup>st</sup>.
- b. One home owner request to be discussed at executive session.

VIII. **Executive Session** (8:30pm – 8:49pm)

- a. Review homeowner request about account.
- b. Review pool staff candidates.

IX. **Table of Motions**

**Motion 1:** Approval of Consent Agenda

Motion by: Linda

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

**Motion 2:** Accept bid from Plumbing and Drain company for \$4,366.50 and bid for \$5,920.00, a total of \$10,286.50 plus tax to fix and upgrade the clubhouse bathroom sinks and toilets.

Motion by: Tracey

2<sup>nd</sup>: Susan

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

**Motion 3:** Ratify email vote to replace five broken windows due to vandalism by Valley Glass repair of \$4,134.72, plus \$74.26 for plywood to secure openings.

Motion by: Chele

2<sup>nd</sup>: Tracey

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

**Motion 4:** Renew master policy insurance for a total \$15,002.

Motion by: Tracey

2<sup>nd</sup>: Susan

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

**Meeting adjourned at 8:50PM**