

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

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:08 PM
Meeting Purpose: Regular Board Meeting

I. Open Forum

- a. Three homeowners present
- b. One resident expressed concerns over future traffic due to increased development in the area around Timberlane. The board had no news or insight on this topic.
- c. Another resident had questions about actions taken on delinquencies answered by Linda and Chantelle.

Roll Call

Linda	Tracey	Chele	Josh	Susan	Crystal	Vacant	Vacant	Vacant	Chantelle
Present	Present	Absent	Present	Present	Absent				Present

II. Approve Consent Agenda

- a. Approve Meeting minutes of April 9, 2015 Board Meeting
- b. Approved

III. Adoption of the Agenda

- a. Approved

IV. 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 April 2015 Financials
 - a. Audit Committee Expense – Over budget for April 2015
 - i. Business Insurance paid – budget allows monthly but paid quarterly
 - b. Maintenance Committee Expense – Over budget for April 2015
 - i. Purchase of tables
 - ii. Landscaping contract billed for March and April
 - c. Publicity and Recreation Committee Expense – Under budget for April 2015
 - i. Newsletters no longer printed unless requested.
 - d. Compliance Committee — Under budget for April 2015
- 2. Overall monthly and yearly totals against budget (Treasurer’s report) reviewed.
- 3. Total Expenses for the year are under the Total Income by \$23,783.97
- 4. No new nominees for open board positions

- b. **Publicity & Recreation-meets monthly every 2nd Thursday at 5:30PM in the Timberlane clubhouse office.**

- 1. Rentals were discussed and who was to cover which scheduled rental.
 - a. Tracey will cover the May 30 rental
 - b. Susan will cover June 20 event
 - c. Chele will attend Rummage Sale
- 2. .Susan will call Kurt at Enumclaw Recyclers about picking up what is not sold at the Rummage Sale.
- 3. The next Newsletter is due out July 1st. Deadline for submissions is June 15th.

- c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1st Wednesday of the month at 10:00AM in the Timberlane clubhouse office.**

1. The meeting was re-scheduled for Friday May 15 since one of the co-chairs had to be out of town on the regular date date.

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

1. Repairs to the wall in the clubhouse is completed
2. We are still working with the city and county with the required gate installation. Trying to reach agreement between the city and county. Things are looking hopeful to move forward with an inspection once fencing is installed.
3. We will still need to put together a packet for homeowners regarding the pool.
4. Maintenance Committee has come up with preliminary opening hours. This will be discussed in workshop and will need to be approved by the board.
5. One notification of a needed pothole repair has come in. Greg has found someone to help him with the potholes. You will start seeing reimbursements to Greg for the patch kits. He is our official pothole repair volunteer.

V. Treasurers Report

- a. See report at end of document.

VI. New Business

- a. Pool Fence Barrier —Bid Approval

VII. Management Report

- a. 13 new owners, welcome packets mailed.
- b. Security logs are in process and submitted for dissemination and posting to website.
- c. Bids acquired for pool fence barrier
- d. List of Items remaining for operation permit inspection compiled after walk-thru with Wayne of Aqua Quip.

VIII. Items for Discussion at Workshop

- a. Remaining pool compliance requirement
- b. Pool Grand opening plan

IX. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

Linda	Tracey	Josh	Susan	Chele	Crystal		
Yes	Yes	Yes	Yes	Absent	Absent		

Motion 2: Approve the bid from Quality Fence in the amount of \$2,300.

Motion by: Tracey

2nd: Josh

Linda	Tracey	Josh	Susan	Chele	Crystal		
Yes	Yes	Yes	Yes	Absent	Absent		

Meeting adjourned at 7:25 pm

Treasurers Report Next Page

Treasurer's Report May 14, 2015

Month End Balance:

Operating Fund	\$ 99,031.22
Reserve Account	\$ 34,670.02
Petty Cash	\$ 1,539.53
Delinquencies (see Month End Report for Details)	\$ 186,076.28
Total Monthly Expenses	\$ 30,305.99

Monthly Actuals (by committee):

	<u>Budget</u>	<u>Actual</u>	<u>over/under</u>
Audit Committee:	\$ 13,681.50	\$ 16,610.36	\$ 12,071.14
Maintenance Committee	\$ 7,573.34	\$ 13,269.61	\$ 5,696.27
Compliance Committee	\$ 83.33	\$ 0	\$ 83.33
Publicity / Recreation Committee	\$ 358.34	\$ 75.63	\$ 282.71
Payroll Taxes and Services	\$ 429.18	\$ 350.39	\$ 78.79
Overall Operating Expenses:	\$ 22,125.69	\$ 30,305.99	\$ 8,180.30

Year-to-Date Actuals (by committee):

	<u>Budget</u>	<u>Actual</u>	<u>over/under</u>
Audit Committee:	\$ 60,581.00	\$ 76,339.92	\$ 15,758.92
Maintenance Committee	\$ 30,293.36	\$ 29,023.21	\$ 1,270.15
Compliance Committee	\$ 333.32	\$ 0	\$ 333.32
Publicity / Recreation Committee	\$ 1,433.36	\$ 170.93	\$ 1,262.43
Payroll Taxes and Services	\$ 1,716.72	\$ 1,642.70	\$ 74.02
Overall Operating Expenses:	\$ 94,357.76	\$ 107,176.76	\$ 12,819.00