

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
June 12, 2018

Open Forum: Compliments given by residents attending (Thank you!)

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:16PM
Meeting Purpose: Regular Board Meeting (meets the 2nd Tuesday of each month)

Roll Call

Linda	Tracey	Chele	Susan	Pat	Gerald	Gloria	Vacant	Vacant	Melissa
Present	Arrived 7:16pm	Present	Present	Present	Present	Present			Present

- I. **Approve Consent Agenda**
 - a. Approve Meeting minutes of May 8, 2018

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

- III. **Guest Speaker**
 - a. Megan Sheridan, with Remax brokerage Pride Real Estate Group, spoke to the group about wanting to “adopt” our community to help with anything to help support our community. Especially community members who may need a little extra help.

- 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 May 2018 Financials
 - a. Total Income was over the Total Expense by \$6,196.60
 - b. Maintenance was under budget by \$1,785.60
 - c. Audit was over budget by \$635.31
 - d. Compliance Committee was under budget by \$136.67
 - e. Pub and Rec Committee was under budget by \$254.17
 2. Reviewed Attorney notes regarding delinquents – discussion needed during Executive Session
 3. No new names were submitted for board positions.
 - b. **Publicity & Recreation-meets monthly every 2nd Tuesday at 5:30PM in the Timberlane clubhouse office.**
 1. Newsletter articles due by June 26th to Susan Pearson.
 2. Have a recommendation for rental coordinator position candidate. Need to discuss at Executive Session.
 3. Tracey is resigning and discussed transitioning her responsibilities to other committee members.
 4. Next event is National Night Out and we are signed up on the national website as a participant.
 - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4th Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 1. Melissa is amazing getting letters out quickly and efficiently.
 2. Had one encroaching property go up for sale. Melissa has notified the owners of the need to disclose the property line issue. Hopefully they will correct it.
 3. The City has implemented a new App called SeeClickFix. Have reached out to them to see what options may be available for HOA’s.
 - d. **Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane**

clubhouse office.

1. One Pool attendant has been hired.
2. Waiting on Pool Permit.
3. Hoping for interest in a neighborhood clean-up day sometime after the 4th of July.
4. The electrical breaker issues with the pool have been repaired. This was the issue of the pump, so we no longer need to replace it.
5. Need to schedule a meeting with the landscapers to discuss greenbelt areas not being completed per the schedule provided last year.

V. Treasurers Report

- a. See attachment 1

VI. Unfinished Business:

- a. None

VII. New Business:

- a. Bad Debt Write off discussion, further discussion in Executive Session
- b. Tracey Thompson resigned. The board thanks her for more than seven years of service to our community. She has been the lead organizer for all events our community has come to love.

VIII. Association Manager's Report:

- a. This past month had twelve homes sold.
- b. Thirty five written notices out for violations of rules and code.
- c. The pool is opining June 21st so pool registrations need to be into the office BEFORE trying to access the pool.

IX. Executive Session (8:18pm to 9:05)

- a. Discussion regarding specific resident accounts
- b. Discussion regarding event management staffing

X. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

Linda	Tracey	Chele	Susan	Pat	Gerald	Gloria		
Yes	Absent	Yes	Yes	Yes	Yes	Yes		

Motion 2: Susan Pearson to be the new Vice President of the Timberlane

Motion by: Chele

2nd: Gerald

Linda	Tracey	Chele	Susan	Pat	Gerald	Gloria		
Yes	Abstain	Yes	Yes	Yes	Yes	Yes		

Motion 3: Approve bad debt write off on advice of attorney.

Motion by: Tracey

2nd: Chele

Linda	Tracey	Chele	Susan	Pat	Gerald	Gloria		
Yes	Yes	Yes	Yes	Yes	Yes	Yes		

Motion 4: Approve hiring decision for Rental Coordinator

Motion by: Tracey

2nd: Chele

Linda	Tracey	Chele	Susan	Pat	Gerald	Gloria		
Yes	Yes	Yes	Yes	Yes	Yes	Yes		

Meeting adjourned at 9:09PM

Treasurer's Report Report for May 2018

Month End Balance:

Operating Fund	\$147,982.68
Reserve Account	\$ 56,494.30
Petty Cash	\$ 1,867.60
Delinquents	\$196,360.89
Month End Income	\$ 27,961.76

May Expenses:

Insurance	\$ 1,371.62
Legal Fees	\$ 300.00
Utilities & Garbage & Phone	\$ 1,053.87
Street Lights	\$ 2,559.58
Water and Sewer	\$ 581.00
Management Svcs.	\$ 5,765.00
Postage & Office Supplies	\$ 479.64
Coupons	\$ 28.18
Maintenance	\$ 4,724.71
Pool	\$ 981.38
Payroll/Taxes/Services	\$ 934.46
Security Patrol	\$ 2,016.15
Reserve	\$ 816.67