

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
June 16, 2020

Open Forum: No comments by homeowners in attendance via Video

Meeting Called By: Linda Caudle
Meeting Called to Order At: 7:04PM
Meeting Purpose: Regular Board Meeting (Via Zoom)

Roll Call

Linda	Susan	Chele	Gloria	Dorian	Vacant	Vacant	Vacant	Vacant	Melissa
Present	Present	Present	Present	Present					Present

- I. **Approve Consent Agenda**
 - a. Approve Meeting minutes of May 12, 2020

- 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. Have not received May financials yet.
 - 2. Review of the April 2020 Financials
 - a. Total Income was over the Total Expense by \$7,658.65
 - b. Maintenance was under budget by \$2,829.38
 - c. Audit was under budget by \$4,256.04
 - d. Compliance Committee was under budget by \$33.33
 - e. Pub and Rec Committee was under budget by \$255.83
 - 3. One new person has emailed with questions regarding joining the board.
 - 4. Suggesting that \$50,000 be transferred from Operating Fund to Reserve, as we do not use all the money we have in operating monthly.
 - b. **Publicity & Recreation-meets monthly every 2nd Tuesday at 5:30PM in the Timberlane clubhouse office.**
 - 1. The committee has not met since Covid began, and the clubhouse is not being rented and no events so no report.
 - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4th Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 - 1. Mailed out four letters regarding animal issues and noise complaints.
 - 2. Will resume monitoring for issues and will send notice letters accordingly.
 - d. **Maintenance & Pool-meets as needed.**
 - 1. Received the Not to Exceed bid today from McBride. Unfortunately, there are new rules regarding Covid-19. They must now have the following protocols:
 - a. Covid 19 Site supervisor
 - b. Cleaning supplies
 - c. Washing stations
 These costs are quite expensive. Should we need the site supervisor for the whole duration (2 months), then we pay \$320.00 per hour for a total of \$22,400.00. My suggestion is to wait and see what phase 2 brings or even wait until wintertime to try and repair.

IV. **Treasurers Report**

- a. See attachment 1

V. Unfinished Business:

- a. Pool Repairs noted in inspection report–AquaQuip provided quote for repairs. Awaiting for locker room repair which will most likely be postponed until wintertime.
- b. MacDonald-Miller - quote for replacement, Pump Motor and Bearing Assembly need replacing- currently on hold
- c. Pool Women’s Locker Room – water loss repair quotes (McBride and McLeod). Repairs most likely on hold until wintertime due to extra Covid related contractor fees.

VI. Association Manager’s Report:

- a. Delinquencies just under \$220,000.
- b. Have a couple that are working on payment plans.
- c. Aqua Quip still performing scheduled pool service.
- d. Need to schedule MacDonald Miller service on HVAC.
- e. Cloudy Tree removed trees in division 2 greenbelt area.
- f. One sale in May in division 5.

VII. Executive Session (7:30pm)

- a. Discussion of homeowners account.

VIII. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

Linda	Chele	Susan	Gloria	Dorian				
Yes	Yes	Yes	Yes	Yes				

Motion 2: Motion to move \$50,000 from general operating fund to reserve fund.

Motion by: Chele

2nd: Dorian

Linda	Chele	Susan	Gloria	Dorian				
Yes	Yes	Yes	Yes	Yes				

Motion 3: Motion to hold on pool locker room repairs until Winter due to extra Covid expenses on contractor bids.

Motion by: Chele

2nd: Susan

Linda	Chele	Susan	Gloria	Dorian				
Yes	Yes	Yes	Yes	Yes				

Motion 4: Make homeowner account adjustments related to fees as discussed in executive session.

Motion by: Chele

2nd: Dorian

Linda	Chele	Susan	Gloria	Dorian				
Yes	Yes	Yes	Yes	Yes				

Meeting adjourned at 7:40PM

June Treasurer’s Report Month of April Balances 2020

Month End Balance:

Operating Fund	\$224,647.83
Reserve Account	\$ 68,994.65
Petty Cash	\$ 1,743.35
Bad Debt Allowance	\$149,863.14

Monthly Expenses:

Insurance	\$ 1,603.25
Legal Fees	\$ 250.00
Utilities & Garbage & Phone	\$ 1,579.37
Street Lights	\$ 2,606.52
Water and Sewer	\$ 546.56
Management Svcs.	\$ 4,658.50
Postage & Office Supplies, copies	\$ 243.65
Coupons	\$ 0.00
Maintenance	\$ 4,851.94
Pool	\$ 671.10
Payroll/Taxes/Services	\$ 0.00
Security Patrol	\$ 0.00
Reserve	\$ 1,200.00