

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

**Open Forum:** Discussion with homeowners on parking enforcement

**Meeting Called By:** Linda Caudle  
**Meeting Called To Order At:** 7:10 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>Vacant</b>	<b>Vacant</b>	<b>Vacant</b>	<b>Vacant</b>	<b>Vacant</b>	<b>Chantelle</b>
Present	Absent	Present	Present						Present

- I. **Approve Consent Agenda**
  - a. Approve Meeting minutes of 5/12/2016
  
- 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. Total expenses were under budget.
    - 2. No names submitted for empty board positions.
  - b. **Publicity & Recreation-meets monthly every 2<sup>nd</sup> Thursday at 5:30PM in the Timberlane clubhouse office.**
    - 1. Did not have meeting this month.
    - 2. The next event is National Night out in August.
    - 3. Newsletter deadline next week 6/15.
  - 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. We are slowly getting more familiarized with the TOPS Software allowing for real time compliance management. As we continue to identify a process we are documenting it for future board members. The online access for home owners is very nice, including the mobile optimized version.
    - 2. Next will be to determine a move forward plan for encroachments.
    - 3. We also need to come up with a consistent plan for enforcing parking.
  - d. **Maintenance & Pool-meets monthly every 3<sup>rd</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    - 1. Received 2 interested parties for Pool Personnel
    - 2. We will be doing interviews tonight of the two persons for the pool personnel positions
    - 3. In lieu of a June Maintenance meeting, we will have a pool opening preparation day on Sunday June 12th for those who wish to help get things ready for opening.
    - 4. Pool is still scheduled to open June 17th.
  
- IV. **Treasurers Report**
  - a. See details at end of document, after votes
  
- V. **Unfinished Business:**
  - a. Tow Signs – Chele to contact tow company to discuss further.
  - b. Rules and regulations update – Close to complete. Will meet one more time June.
  - c. Website update – Meeting to review in June

- d. Clubhouse Facility Use – Discussed insurance issues. Legal documents complete for memorandum of understanding.
- e. Pool Opening June 17<sup>th</sup>.
- f. Approve annual audit.

**VI. New Business:**

- a. General discussion on neighborhood parking and enforcement. Possible question on putting together a parking enforcement committee as a subcommittee. Chele to research further for additional discussion and possible decision at July meeting.

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

- a. Discussion on possible security system change.

**VIII. Executive Session** (if needed) 7:40 – 7:50 and 8:30 – 8:45pm

- a. Pool Attendant Interviews.

**IX. Table of Motions**

**Motion 1:** Approval of Consent Agenda

Motion by: Linda

Linda	Tracey	Chele	Susan					
Yes	Absent	Yes	Yes					

**Motion 2:** Approve annual audit

Motion by: Chele

2<sup>nd</sup>: Linda

Linda	Tracey	Chele	Susan					
Yes	Absent	Yes	Yes					

Meeting adjourned at 9:00PM

## Treasurer’s Report June 9, 2016

**Month End Balance:**

Operating Fund	\$148,061.47
Reserve Account	\$ 41,936.73
Petty Cash	\$ 1,450.74

**May Expenses:**

Audit Services	\$ 2,500.00
Legal Fees	\$ 315.00
Utilities & Garbage	\$ 3,162.69
Management Svcs.	\$ 5,203.33
Postage & Office Supplies	\$ 171.66
Coupons	\$ 19.92
Escrow Transfer Fees	\$ 300.00
Maintenance	\$ 4,613.17
Pool	\$ 1,075.35
Payroll/Taxes/Services	\$ 513.98

There was \$49.99 listed as Petty Cash Expense under Pub and Rec. I believe this is misfiled

and should be under either Office Supplies or Maintenance. I did not receive invoices this month, so unsure as to which category this should be filed under. I currently have it listed in with Postage & Office Supplies.