

Timberlane Homes Association, Inc.
Meeting of the Board of Directors
July 12, 2012

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:15PM
Meeting Purpose: Regular Board Meeting

Roll Call

Linda	Tracey	Chele	Tonja	Josh	Jamie	Bryan		
Present	Present	Present	Present (Left at 8:30p)	Present	Absent	Absent		

- I. **Adoption of the Agenda**
 - a. Adopted

- II. **Guest Speaker**
 - a. Van Pruce – Alarm System Presentation (General Electric system through Devcon/Pinnacle)

- III. **Open Forum:**
 - a. Homeowner expressed concerns about Chapter 5-1(a) in order to be sure it is interpreted to mean only changes to a structure’s footprint needs to be approved by ACPC. Items such as siding, adding a heat pump or tankless water heater, etc. do not need ACPC approval.

- IV. **Approve Consent Agenda**
 - a. Last Meeting Minutes Approved

- V. **Treasurers Report**
 - a. Keeping a close eye on the budget because we are not operating in the black, we are actually spending more than we are taking in, thus operating at a small loss. We should be taking in approximately \$5k more per month than we are spending. That is not happening.
 - b. There are 30 accounts pending foreclosure and 45 accounts identified for collections.

- VI. **Committee Reports/Current Work Summary**
 - a. **Publicity & Recreation-meets monthly every 4th Tuesday at 7:00PM in the Timberlane clubhouse office.**
 1. It’s all about Trash & Bash! We have advertised everywhere. We are going to be more specific with how we hand out raffle tickets. One for attending and one for every half hour of cleanup service. George will be setting up dumpsters. Josh is bringing a Model A tow truck from AAA. Police and Fire Department have been invited. Did have to pay for bouncy houses but do have 26 raffle prizes (for a possible 40 winners) donated from local businesses.
 2. The newsletter went out and we have received lots of compliments. Need to mail copies to those who have placed ads.
 3. Total ready to go for National Night Out.
 4. City is asking to coordinate with us on Make a Difference Day.
 - b. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 1st Wednesday of the month at 10:00AM in the Timberlane clubhouse office.**
 1. Rules are out! Yay!
 2. Currently working on letters for incomplete complaints in accordance with the new rules.
 3. Working on parking stickers for parking enforcement. More to come.
 - c. **Audit & Nominating-meets monthly at 7:00PM in the Timberlane clubhouse office on the Monday prior to the Board meeting (held on the 2nd Thursday of every month).**
 1. Finished petty cash log and needs some updates.
 2. Reviewed reserve study and recommend this be discovered in depth at next workshop.

3. Reviewed director coverage and recommend \$1MM per year for \$935
- d. **Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 1. Signed the change order for the correction of the roof rot for the front entrance roof.
 2. Has asked By Ear construction for a quote for window screens to the pool deck and locks for doors to pool deck.
 3. Setting up meeting with landscapers in order to create and approve a contract and continual schedule.
 4. Renegotiating with cleaning crew to include pool bathrooms in the cleaning contract/schedule. Linda to meet with them and ask them to change their Tuesday cleaning to Friday cleaning and ask them to include a Sunday post rental check form in case the place is not clean.
 5. Meeting with George to review permit requirements for greenbelt project. Will then schedule a meeting with the city to review the permit cost and process.

VII. Board Member Comments

- a. Josh – noted the change in ACPC meeting due to his vacation.
- b. Tracey – noted that one of the violation log entries had been corrected and the other has newly dumped grass clipping. ACPC will discuss at next meeting.
- c. Linda – complimented P/R for all their work. Requests all board members to take the time to review reserve study before workshop.
- d. Chele – board members are invited to submit interest to join the Kent Kangley Advisory Committee. Interested parties should email Glenn Akramoff. Also intending to email city to discuss possible traffic calming devices that we can implement.

VIII. Unfinished Business from Last Meeting

- a. Clubhouse Cleaning Contract. Change cleaning Tuesday to Friday morning. Include one time deep clean of pool restrooms and ongoing weekly cleaning during pool season of pool restrooms.
- b. Liability Coverage – 3 year policy for director liability coverage of \$1MM.

IX. Table of Motions

- a. **Motion 1:** Approval of Consent Agenda

Motion by: Linda
2nd: Chele

Linda	Tracey	Chele	Tonja	Josh	Jamie	Bryan		
Yes	Yes	Yes	Yes	Yes	Absent	Absent		

- b. **Motion 2:** Approve clubhouse cleaning contract as adjusted

Motion by: Linda
2nd: Tracey

Linda	Tracey	Chele	Tonja	Josh	Jamie	Bryan		
Yes	Yes	Yes	Absent	Yes	Absent	Absent		

- a. **Motion 3:** Accept liability coverage for directors

Motion by: Linda
2nd: Tracey

Linda	Tracey	Chele	Tonja	Josh	Jamie	Bryan		
Yes	Yes	Yes	Absent	Yes	Absent	Absent		

Open item for next month:

1. Pool & Procedure
2. Reserve Study

Meeting adjourned at 9:16pm