

**Timberlane Homes Association, Inc.**  
**Meeting of the Board of Directors**  
**August 11, 2020**

**Open Forum:** No homeowner issues brought forward

**Meeting Called By:** Linda Caudle  
**Meeting Called to Order At:** 7:02PM  
**Meeting Purpose:** Regular Board Meeting (meets the 2<sup>nd</sup> Tuesday of each month)

**Roll Call**

<b>Linda</b>	<b>Susan</b>	<b>Chele</b>	<b>Gloria</b>	<b>Dorian</b>	Vacant	Vacant	Vacant	Vacant	<b>Irene</b>
Present	Present	Present	Present	Present					Present

- I. **Approve Consent Agenda**
  - a. Approve Meeting minutes of July 14<sup>th</sup>, 2020
  - b. Ratify email vote to approve bid for unsafe tree removal near lot 1-006 in the amount of \$3,692.40
  
- 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. Review of the July 2020 Financials
      - a. Total Income was over the Total Expense by \$1,102.06
      - b. Maintenance was over budget by \$15.38
      - c. Audit was under budget by \$4,908.89
      - d. Compliance Committee was under budget by \$33.33
      - e. Pub and Rec Committee was under budget by \$75.01
    2. No new names submitted for board membership
  - b. **Publicity & Recreation-meets monthly every 2<sup>nd</sup> Tuesday at 5:30PM in the Timberlane clubhouse office.**
    1. No events planned due to Covid, and no rental.
    2. Next newsletter due October 1<sup>st</sup> and will include information on the Annual meeting plans.
    3. No plans for a Halloween party or Holiday Bazaar due to Covid.
    4. Callie, volunteer homeowner, has been organizing food trucks and really needs people to focus on managing their garbage because it is becoming a problem. She is submitting her receipt for calendar printing, and she has found other volunteers to help posting on mailboxes.
  - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4<sup>th</sup> Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
    1. Have received a few complaints by email, specifically regarding parking issues and people letting their lawns grow over two feet. Will send letters to those homes this month.
    2. The Governor has removed restrictions for non-compliance fines. Committee will meet later this week to resume review, letters and fines.
  - d. **Maintenance & Pool-meets as needed.**
    1. Had a few tree removal requests. One voted on during consent agenda, the other I will be meeting with Heath to discuss, as the complaint came in about 1 tree, but looking at the area it looks like several trees are in trouble. Could be around \$10,000. Also, a couple of areas we have had to call back on as they did not get completed.
    2. Have had 3 contractors out to review our cul-de-sacs with drains, and the flooding issues on those streets. I am expecting some suggestions and bids on how we can fix this problem.

3. The pool did not pass the backflow test. Repairs will need to be made, but will wait until a later date due to Covid.
4. Met with new homeowner who needs to have greenbelt cleaned up next to her in Div. 5. We will add it to our list of areas when we can actually have a clean up day again. There are several bricks laying there. We will need a truck to remove.
5. Another security camera was ripped off the building. Discovered when I went to change batteries.
6. Discussed Leak Survey Inspection that is requested by a vendor for PSE asking for Association help in accessing private property of homeowners. Board asked Association Manager to ask PSE and vendor to make a good faith effort to reach out to homeowners directly by phone, mail and/or email to schedule as we are a volunteer group.

**IV. Treasurers Report**

- a. See attachment 1

**V. Unfinished Business:**

- a. Pool repairs on hold until locker room repairs complete.
- b. Pool Women’s locker room on hold until Covid issues reduced since extra costs are too high.
- c. MacDonald Miller pump motor and bearing assembly replacement on hold.

**VI. New Business:**

- a. Timberlane Annual Corporate Renewal filed with the state July 18, 2020
- b. Clubhouse is only approved to be used by NA weekly due to Covid.
- c. Road repairs and storm drain repairs awaiting review from two asphalt contractors.

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

- a. Currently 199 delinquent owners more than 90 days past due (ten (10) more than prior month).
- b. Delinquencies as of 06/30/2020 \$220,222.22
- c. Five new owners in the month of July.

**VIII. Executive Session (7:43pm-7:55pm)**

- a. Discuss homeowners financial request for consideration.

**IX. Table of Motions**

**Motion 1:** Approval of Consent Agenda

Motion by: Linda

<b>Linda</b>	<b>Chele</b>	<b>Susan</b>	<b>Gloria</b>	<b>Dorian</b>				
Yes	Yes	Yes	Yes	Yes				

**Motion 2:** Approve bid from ROTO ROOTER to perform drain cleaning to restore flow by use of water jetter to clear drains around pool area at an amount of \$1716.00+tax (\$715.00 an hour x 3hours -20%+tax)

Motion by: Chele

2<sup>nd</sup>: Susan

<b>Linda</b>	<b>Chele</b>	<b>Susan</b>	<b>Gloria</b>	<b>Dorian</b>				
Yes	Yes	Yes	Yes	Yes				

Meeting adjourned at 7:55PM

*Attachment 1 – Treasurers Report*

**August Treasurer’s Report  
Month of July Balances 2020**

**Month End Balance:**

Operating Fund

\$229,508.20

Reserve Account	\$ 71,428.95
Petty Cash	\$ 2,000.16
Bad Debt Allowance	\$149,863.14

**Monthly Expenses:**

Insurance	\$ 3,095.87
Legal Fees	\$ 265.51
Utilities & Garbage & Phone	\$ 1,282.38
Street Lights	\$ 2,770.25
Water and Sewer	\$ 1,613.69
Management Svcs.	\$ 4,583.50
Postage & Office Supplies, copies	\$ 169.44
Coupons	\$ 5.72
Maintenance	\$ 8,868.00
Pool	\$ 1,349.80
Payroll/Taxes/Services	\$ 0.00
Security Patrol	\$ 63.73
Reserve	\$ 1,200.00