

Timberlane Homes Association, Inc.

Meeting of the Board of Directors

September 11, 2018

Open Forum: Discussion about unused garbage cans in front of vacant homes.
 Discussion about community garbage cleanup planned for the weekend of 9/29th & 30th
 Huge Shout out to all of the volunteers who helped install the new benches and tables.

Meeting Called By: Linda Caudle
Meeting Called To Order At: 7:20PM
Meeting Purpose: Regular Board Meeting (meets the 2nd Tuesday of each month)

Roll Call

Linda	Susan	Chele	Pat	Gerald	Gloria	Jenni	Vacant	Vacant	Melissa
Present	Present	Present	Present	Absent	Present	Present			Present

- I. **Approve Consent Agenda**
 - a. Approve Meeting minutes of 8/14/2018
 - b. Ratify email vote for pool pump rebuild by Orca Pacific in the amount of \$1,976.83
 - c. Ratify vote to appoint Jennifer Pearson to board as Director

- 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 Income was under the Total Expense by \$5,097.48
 - a. Maintenance was over budget by \$7,256.52, due to concrete work, tree removal and pool pump.
 - b. Audit was under budget by \$68.33
 - c. Compliance Committee was under budget by \$136.67
 - d. Pub and Rec Committee was over budget by \$16.35
 - 2. Need to adjust budgets to show compliance tracking charges and letters sent under Compliance Committee
 - 3. Still waiting to hear why we are being charged taxes on postage.
 - 4. Waiting to hear if Compliance Committee can input the tracking instead of Agynbyte to save on costs.
 - 5. No new names were submitted for board positions, but Jennifer Pearson is officially on board tonight. Welcome Jenni! Full disclosure, she is the daughter of Linda Caudle and the daughter in law of Susan Pearson but lives in a different household in Timberlane. We are glad to have her.
 - b. **Publicity & Recreation-meets monthly every 2nd Tuesday at 5:30PM in the Timberlane clubhouse office.**
 - 1. The newsletter is due October 1st, deadline for submissions is Monday, September 24th. It will include info for the annual meeting. Committee chairs should submit end of year wrap up of accomplishments for their committees.
 - 2. Jenni is planning the Halloween party for October 27th, in collaboration of volunteer, Rebecca.
 - 3. Gloria is planning the Holiday Bazaar for November 10th. All vendors invited to join.
 - 4. Have three rentals in September. One on Monday so need to plan for an additional cleaning.
 - c. **Architectural Control & Policy Compliance (ACPC)-meets monthly every 4th Thursday of the month at 7:00PM in the Timberlane clubhouse office.**
 - 1. We are currently on hold for letters pending response from Agynbyte leadership on costs.
 - 2. Have completed work to identify all boulders that must be moved back due to vandalism, or at a resident's request. Waiting for schedule availability from vendor.

d. Maintenance & Pool-meets monthly every 3rd Thursday of the month at 7:00PM in the Timberlane clubhouse office.

1. The Pool pump is currently being repaired. Will not be repaired in time to re-open this year.
2. Had a few trees removed that we noted on last month's report.
3. Thank you to Jennifer, Rebecca and Susan for getting the benches and tables installed while I was in the hospital.
4. Still have not heard from Catch All. I think we need to fire them and find a new vendor for our street drains. This is the second year that we have had trouble getting them to come out, and return any phone calls. I have asked Melissa to call PRO-VAC to see if we can get an estimate.

IV. Treasurers Report

- a. See attachment 1

V. Unfinished Business:

- a. Discuss storm drain cleaning vendor for periodic maintenance. The current vendor does not seem to be responding to their contract in 2018 and are not responding to inquiries. Melissa to check with other vendors for quotes.

VI. New Business:

- a. None

VII. Association Manager's Report:

- a. In August we had 9 home sales. 5 in D1, 1 in D2, 1 in D4, and 2 in D5
- b. Tree removals completed in the greenbelt based on causing damage to homes.

VIII. Executive Session (Taken at 7:47pm to 8:02)

- a. Discussed foreclosure write off and other legal financial issues.
- b. Discussion about rules and credit/collections.

IX. Table of Motions

Motion 1: Approval of Consent Agenda

Motion by: Linda

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

Motion 2: Write off balance of foreclosed home as uncollectable in the amount of \$2,546.32

Motion by: Susan

2nd: Jenni

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

Meeting adjourned at 8:03PM

Attachment 1 – Treasurers Report

Report for August 2018

Month End Balance:

Operating Fund	\$131,746.05
Reserve Account	\$ 58,976.89
Petty Cash	\$ 1,409.25
Delinquents	\$199,604.73
Month End Income	\$ 25,276.68

Monthly Expenses:

Insurance	\$ 1,491.95
Legal Fees	\$ 1,348.00
Utilities & Garbage & Phone	\$ 991.72
Street Lights	\$ 2,102.39
Water and Sewer	\$ 746.37
Management Svcs.	\$ 5,000.00
Postage & Office Supplies, copies	\$ 663.08
Coupons	\$ 11.68
Maintenance	\$ 6,118.57
Pool	\$ 2,144.81
Payroll/Taxes/Services	\$ 823.85
Security Patrol	\$ 2,069.89
Reserve	\$ 816.67