

# TIMBERLAKE COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

**Location: 933 Windsor Oaks – Clubhouse/Office**

Tuesday, January 18, 2022

6:00 p.m. {Please arrive prior to 5:45PM}

## AGENDA

**AGENDA (Presiding Officer may change the order of Agenda)**

**Mask and Social Distancing in tight group settings**

### **I. Call Board Meeting to Order – Meeting must start at 6:01PM**

- a. Quorum of the Board and Roll call.
- b. Sign up prior to speak
- c. Those attending by ZOOM, must be on Camera, Have name and sign in the CHAT by Name. Please have name posted. Please arrive prior to 5:55pm as the room will be closed at 6:01PM, for the meeting to begin on time. ZOOM is not required and may not always be offered

### **II. Approval of Minutes from Previous Meetings**

- a. November 2021/ review and approve
- b. December 2021 No meeting held- holiday break

### **III. Treasurers Report**

- a. TOPs registration- Everyone should be registered at this time. Owners please do not drop payments at the Site office; We have three ways to pay; please Pay online, Bill Pay from your Bank, or Mail to the VSA office.
- b. December EOY Financial IS/BS is for all review, also located in TOPs.
- c. Late notices for all Accounts with Balance are sent monthly with ongoing emails. The Board request accounts are Paid on time, and up to date. Accounts are being sent to Collections.

### **IV. Presidents Report**

- a. Forensic Audit – should be completed, awaiting report
- b. Decorum in the Board Meetings-
  - i. These Board meetings offer an opportunity for members to hear matters relating to the Association, although some discussions to specific topics will be limited. Homeowners' session is to hear from the Community in limited time slots, and the Board will take it under advisement. The Board will follow the Agenda that has been published; and will **not take questions** or comments during the Set Agenda.
- c. Community Exterior Inspections started the Week of October 25<sup>th</sup>, as prior announced. This will be ongoing through the year. Those with exterior issues will receive letters in the Mail and email. The Board hopes everyone will work diligently to make the corrections noted.

### **V. Committee Reports**

- a. Recreation
- b. ACC
- c. Enhancement

VI. Managers' Report

- a. VSA is receiving calls for the RV Lot; once the extra cleanup is completed; the site office can start moving owners in, with application and payment, if the Board approves
- b. ACC forms may be obtained from the Site office, the website, or our office through email, for any changes to the Exterior of the home.
- c. Inspections – Follow up inspections are occurring; currently 53 in the CCR cue.
- d. Driveway proposals turned over to the Board for review
- e. Registration %

VII. Unfinished **Business**

- a. None at this time

VIII. **New Business**

- a. Pool - Continental will be starting the Pools in March (dependent on weather)
- b. Pool passes will be issued this year. As we get closer to May, more information will be sent out. Pickup will be at the Site office Monday -Friday.

IX. **Homeowner Open Forum**

- a. Time for each owner is allotted at **3** minutes and everyone should have a turn, no side conversations and one person speaks at a time. Sign up with topic of discussion prior to the meeting. Board will take comments under advisement, and thank you for your time.

X. Executive Session (if necessary)

- a. Aged Owners report – 12/2021 -01/2022
- b. CCR Violations
- c. RV Final contract
- d. Atty Report – Auditor Reports
- e. Board

XI. Adjournment

XII. **Announcements-**

- a. Please review Web site for continual updates and information, please click and review all TABs. If there is no new news or updates; the Site will be updated **Quarterly**. Remember TOPs is an avenue for information as well.
- b. ALL MEETINGS are the third Tuesday, of any month, in person, at 6:pm, unless the meeting has been canceled. (Normally July is cancelled for Summer Break & other months may, if the Board has no business to discuss)

**ZOOM INFORMATION:**

Below please find the zoom link for the Timberlake Board Meeting on Tuesday, January 18th at 6pm.

<https://us02web.zoom.us/j/9906894957?pwd=cZ6OGdGZENIVVZcEpwDzVidlhvUT09>