

**Timber Trails Community Association
Board of Directors Meeting
January 25, 2020**

Call to Order: TTCA Manager Wendi freeman called the meeting to order at 8:30AM. Board Members present were Dan Bernheim, Dave Carbone, Rick Metzger, Connell McGill, Robert Ray, Barry Trachtenberg and Joe Varacalli. Also, in attendance was TTCA Manager Wendi Freeman and the Lake Naomi Club General Manager Robert Jones.

Election of 2020 TTCA Officers: The Board took nominations for TTCA President, Vice-President, Secretary and Treasurer. A paper ballot was distributed. The following Officers for 2020 were approved by the Board:

President - Rick Metzger
Vice President - Joe Varacalli
Treasurer - Barry Trachtenberg
Secretary - Dave Carbone

Annual Consent Calendar: The Annual Consent Calendar was not addressed at the Annual Meeting in November 2019 and was presented to the Board. **On a motion made by Joe Varacalli, seconded by Dave Carbone, all were in favor of approving the annual consent calendar.** Consent Calendar is attached.

Approval of the meeting minutes of November 23, 2019 regular business meeting: The minutes of the November 23, 2019 business meeting were submitted to the Board for review. **On a motion made by Dave Carbone, seconded by Barry Trachtenberg, all were in favor of approving the November 23, 2019 meeting minutes with no corrections.**

Presidents Report: The Presidents report was given by 2019 President Dan Bernheim. Dan updated the Board regarding the last LNC Board of Trustee meeting, including rental fees. The Club will charge all rental properties a fee of \$175 per year to assist in offsetting the cost of managing short term rentals. The TTCA Board had also approved a fee to rental properties of \$125 to offset their gatehouse check in costs and the extra security costs related to rental guest. Instead of having two bills, the Lake Naomi Club will charge the \$175 fee and reimburse the TTCA for each TTCA rental property in the amount of \$125. Director Connell McGill stated that the Board needs to continue discussing the effects of short-term rentals on the community and continue to consider a by-law amendment that would require all rentals to be 30 days or more. Dan also reported that the Club has introduced the Clubhouse survey with a video clip and a link to the full survey. The tennis renovation is in full swing, on schedule and a tennis pro has been hired.

Old Business:

- **Financial Statements** - The Board reviewed the TTCA Financial Statements as of 12/31/19. As of 12/31/19, total Revenues were \$1,204,425. on a budget of \$1,199,664 for a positive difference of \$4,761. Total Expenses were \$1,198,158 on a budget of \$1,199,589. Resulting in revenue over expenses of \$1,421. The Revenues over expenses were also positive in the amount of \$6,268. These financial statements will now be submitted to the auditors for review. As of 12/31/19 the Contingency Fund has a current balance of \$143,129 with a pending transfer of \$18,600 to the operating fund to cover an additional drainage project approved by the Board after the 2019 budget was completed. The total expenses to the contingency fund as of 12/31/19 were \$25,349 which included the drainage project and \$6,749 for additional Gatehouse cameras. As of 12/31/19, the Timber Trails Capital Reserve fund has a balance of \$330,690. Year to date expenses in the Capital Reserve Fund included \$52,766. for the new playground equipment.
- **Collections Report** - As of December 31, 2019, 509 of the 516 properties in Timber Trails paid their 2019 assessment. Of the 7 unpaid, 6 are improved and 1 is unimproved. Of the 7 unpaid, 6 are delinquent owing 2019 only. The remaining account owes for more than one year and has been sent to the attorney for collection. The total delinquency percentage is 1.36%.
- **Sales Data** - The Board reviewed the Timber Trails Sales Data report through December 31, 2019. In total there was \$7,921,000. in sales for the year, with the average sale price being \$304,655.00.
- **Code of Conduct Enforcement Update** - There were no new Code of Conduct violations since the last meeting.
- **Universal Garbage Contract** - Nothing to report regarding garbage service, County Waste continues to do an efficient job with there only being minimal misses each week. County Waste was the lowest bidder on the combined RFP for TTCA and the Lake Naomi Club Services and was awarded the full garbage contract for 2020 and 2021.
- **Bi-Law Revision Update** - There was no update at this time. The Board did request that addition 25 MPH signage be placed in Timber Trails in the spring.
- **Communication to Board from Member Txxx** - The Board discussed the Member's letter regarding rental guests in Timber Trails. The letter will be sent to TTCA's attorney Alan Young for review and opinion.

New Business:

- **2020 Meeting Dates** - The Board reviewed the proposed 2020 meeting dates. The meeting dates were accepted as presented.
- **2020 Reserve Fund Activity** - The Board reviewed the preliminary draft of the TTCA Reserve Fund for 2020. The reserve study will be updated as 2020 paving prices are obtained.
- **Gatehouse Rental Policy** - Management presented a policy for consideration regarding rental check ins at the Gatehouse. Currently the rental guest fills out and submits the check in information and many times this information is not received until just prior to arrival. The Gatehouse has not had time to complete the passes and other items required when a rental guest checks in. The new policy will make the paperwork the responsibility of the owner and require owner signature on the vehicle pass form. It will also require both rental guest and owner to sign that the Code of Conduct has been supplied to the rental guest and that everyone understands the rules of Timber Trails. The Board reviewed the revised policy and it will be sent to all rental homes and go live March 1, 2020.
- **Dead Trees at Tall Timber Lake Beach** - Management provided the location and pictures of several dead or dying trees at the entrance and around the perimeter of Tall Timber Lake beach. The trees will be removed as the weather allows and new landscaping will be completed prior to the 2020 season.

Adjournment - The TTCA Board of Directors adjourned the business meeting at 11:00AM. The next meeting of the Timber Trails Board of Directors is scheduled for June 13, 2020.

Respectfully Submitted,

Wendi Freeman, CMCA, PCAM
Association Manager
Timber Trails Community Association