

**Timber Trails Community Association
Board of Directors Meeting
June 13, 2020**

Call to Order: The 6/13/20 meeting of the Timber Trails Board of Directors was called to order by President Rick Metzger at 10:05am. 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.

Approval of Minutes: **May 9, 2020 Business Meeting - On a motion made by Joe Varacalli, seconded by Bob Ray, all were in favor of approving the meeting minutes of May 9, 2020.**

Presidents Report: Rick Metzger updated the Board regarding the past two BOT Meetings and the meeting of the BOG. The topics of these meetings involved the anticipated opening schedules of the Lake Naomi Club, the safety measures being put into place and the expected impacts on the operating budgets.

Old Business:

- **Financial Report** - The Board reviewed the presented financial statements as of April 30, 2020.
- **Operating Account** - The balance sheet indicated assets totaling \$1,057,552, and liabilities totaling \$391,465. Assets include cash in bank, the Annual Assessment Receivables, prepaids and intercompany funds that are due from other entities. The liabilities included accounts payable, monies due to the Lake Naomi Club for contractual expenses and capital reserve, and accrued expenses for anticipated expenses for which the monthly bills had not yet arrived.

The Board also reviewed the P&L report with budget comparison as of April 30, 2020. Revenues including annual assessments, income from bar code stickers, late fees and dispatching fees totaled \$1,059,892 on a budget of \$1,057,344. Expenses totaled \$431,913 on a budget of \$465,909. Snow plowing and ice control was considerably under budget due to a light winter. Hopefully that will continue through November and December of 2020. **All were in favor of accepting the financial statements as presented.**

- **Contingency Fund Account** - The balance sheet indicated assets totaling \$124,682, and liabilities totaling \$0. Assets include cash in bank.

The Board also reviewed the Contingency Fund P&L report as of April 30, 2020. Revenues included \$155 in interest income.

- **TTCA Capital Reserve Fund Account** - The balance sheet indicated assets totaling \$330,777, and liabilities totaling \$0. Assets include cash in bank.

The Board also reviewed the TTCA Capital Reserve Fund P&L report as of April 30, 2020. Revenues included \$109 in interest income. The yearly transfer into the Capital Reserve Account has not yet been complete. The amount that will be transferred into the account from operating funds as per the approved 2020 budget is \$113,000. The 2020 TTCA Paving Project as per the TTCA Reserve Study is currently being prepared for bid. The estimated cost of the project is \$340,000.

All were in favor of accepting the financial statements as presented.

- **Collection Report** - The Board reviewed the collection report as of June 9, 2020. At this time there are 22 TTCA Members that have not paid their 2020 TTCA Assessment. 16 of those Members owe only for 2020, 5 Members owe for 2019 and 2020, and 1 owes fees for several years and has been submitted to the attorney for collection. The board reviewed the letters that will be sent to those unpaid along with their current monthly statements. Club Packets will not be distributed to any TTCA Member that is not current with their Timber Trails assessments. Dan Bernheim will check with the TTCA Attorney Nick Haros on the status of the collection efforts with account number T624 who is past due several years and request/review a bringdown search.
- **Sales Data** - The TTCA reviewed the sales data as of 6/11/20 for both TTCA and PPCA. Timber Trails reported 10 resale certificates as of June 11, 2020, averaging approximately \$300,000. The PPCA had 44 sales as of June 11, 2020, the highest sale price being \$1,163,700 for a lake front home in Lake Naomi.
- **Garbage Update** - Garbage collection continues to become heavier as many TTCA Members are in house during the Covid - 19 shut down. County Waste has been doing a good job with the collection with very few missed stops.
- **Code of Conduct Enforcement** - Considering the heightened occupancy in Timber Trails, it has been relatively quiet, with most folks staying in. The only complaints have been some dogs off leash and a few minor noise issues.
- **Speed Signage Updates** -Maintenance has order PennDOT regulation size signs and they will begin to install them as soon as the location for these signs is provided by John Lambertson and Wendi Freeman. They will be mounted on wooden posts to match the street signs. The stop bars have been painted according to the Boards direction.
- **Roadside Maintenance** - Rick Metzger met with Maintenance Supervisor Scott Hall to discuss the spring/summer schedule for completing the tree pruning and the roadside cutting for 2020. A schedule was provided by Scott Hall and is attached to these minutes

- **Paving Schedule Update** - The bid packages have been prepared and will be mailed to potential bidders (4) the week of June 15th. The Board has been emailed a copy of the bid package.
- **Open TTCA Vote Discussion** - The TTCA vote of the membership regarding speeding fines remains open and requires a meeting of the membership to official allow people to vote at said meeting, count those votes along with votes received by mail and close the vote.

Currently the mail in votes total 280 votes. As per the by-laws via attorney interpretation, the TTCA needs 51% of votes to be cast. 2 votes per property = 1052 votes, need 51% or 536 votes.

The TTCA would need another 256 votes to be cast before or at the special meeting. Once the 51% is received, the majority vote would govern. Of the 280 proxy votes received the count was 138 in favor, 135 not in favor and 7 votes disqualified as the ballots weren't signed.

The Board will more than likely close the vote and announce the final numbers at the TTC Annual Meeting in November.

New Business:

- **Letter from Member Txxx Regarding Play structure located on Tall Timber Lake Road in Timber Trails** - The Board reviewed a letter regarding a playhouse structure being constructed in Timber Trails. The letter is questioning the permitting of play structures and want the structure removed as he believes it is a violation of the Deed Restrictions and the ARC Standards and Requirements. The Board will schedule to meet with TTAC Member Txxx.
- **ARC Concerns** - The current TTCA Deed Restriction refer to "Grantor" which in the current structure is the Lake Naomi Club Trustees, and the ARC as a committee of the Trustees and all architectural issues are the responsibility of those groups. The TTCA Board of Directors would like to meet with the TTCA representatives on the ARC. Wendi will contact the ARC Chair Patti Gibney and request this meeting as soon as possible.

Adjournment - The TTCA Board of Directors adjourned the business meeting at 11:35AM. The next meeting of the Timber Trails Board of Directors is scheduled for August 1, 2020 at 8:00Am via Zoom.

Respectfully Submitted,

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