

Timber Trails Community Association
Board of Directors Meeting
October 17, 2020

Call to Order: The 10/17/20 meeting of the Timber Trails Board of Directors was called to order by President Rick Metzger at 8:00 am via Zoom. 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 LNC General Manager Robert Jones.

Approval of Minutes: August 1, 2020 Business Meeting - On a motion made by Joe Varacalli, seconded by Bob Ray, all were in favor of approving the meeting minutes of August 1, 2020.

Approval of Minutes: September 10, 2020 Business Meeting - These minutes were not available and were tabled to November 27, 2020,

Approval of Minutes: August 15, 2020 Business Meeting - On August 15, 2020, the Board held an informal meeting at the Community Center pavilion, in accordance with all CDC protocols to discuss short term rental. No actions were taken at that meeting and no minutes are provided.

Presidents Report: Rick Metzger updated the Board regarding the most recent BOT Meeting and the COVID-19 Meeting. The Club has extended the "no guest" policy until the end of October and then will revisit. The Club is also reviewing its safety measures and considering additional measures such as air purifiers. Rick will keep the Board updated as the pandemic continues.

Old Business:

- **Financial Report** - The Board reviewed the presented financial statements as of August 2020.
- **Operating Account** - The balance sheet indicated assets totaling \$400,695, and liabilities totaling \$42,950. 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 August 30, 2020. Revenues including annual assessments, income from bar code stickers, late fees and dispatching fees totaled \$1,099,618 on a budget of \$1,096,143. Expenses totaled \$779,991 on a budget of \$847,613. 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 \$124,725, and liabilities totaling \$0. Assets include cash in bank.

The Board also reviewed the Contingency Fund P&L report as of August 30, 2020. Revenues included \$200 in interest income.

- **TTCA Capital Reserve Fund Account** - The balance sheet indicated assets totaling \$443,878, and liabilities totaling \$0. Assets include cash in bank.

The Board also reviewed the TTCA Capital Reserve Fund P&L report as of August 30, 2020. Revenues included \$210 in interest income. The amount 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 \$300,000.

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

- **Collection Report** - The Board reviewed the collection report as of October 14, 2020. At this time there are 8 TTCA Members that have not paid their 2020 TTCA Assessment. 5 of those Members owe only for 2020, 2 Members owe for 2019 and 2020, and 1 owes fees for several years and has been submitted to the attorney for collection. 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 10/14/20 for TTCA. Timber Trails reported 56 resale certificates as of 10/14, 2020, averaging approximately \$300,000.
- **Short Term Rental Discussion** - The Board discussed the last LNC Short Term Rental Committee meeting. The TTCA has requested data from Management at their October 10th meeting and that is being worked on so the Board may determine the impacts of the short-term rentals on the community as a whole.
- **Open TTCA Vote Discussion** - The ballot results will be announced at the annual meeting and as the votes are not enough to continue with the by-law change, the vote will officially be closed and no amendment to the by-laws will occur.

From June minutes: "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:

- **Review & Adoption of the 2021 TTCA Operating Budget** - The Board was presented with the draft budget from management prior to the meeting and several questions were asked and discussed prior to the meeting. The Board reviewed the budget again in detail and approved the operating budget for 2021 in the total amount of \$1,104,866, with revisions to the snow and surplus lines. The projections indicated that the TTCA will have a 2020 surplus in the range of \$80,000 due to savings in snow removal and utilities. The Board opted to allocate \$40,000 of that anticipated surplus to the 2021 budget and no dues increase to the membership will occur for 2021. Once the 2020 statements are audited any remaining surplus will be transferred to the Reserve Replacement fund to assist in the funding of the 20-year study. **The budget was approved on a motion made by Joe Varacalli, seconded by Bob Ray, all were in favor.**

- **Annual Meeting Preparation** - The Board reviewed the Candidate biographies and the ballot for the 2020 election. They also discussed the mailing timeline as per the Bylaws and the closure of the failed vote (not enough ballots returned per the UPC) for the proposed Bylaw amendment, which will be officially closed at the annual meeting. The Annual meeting will be held via Zoom Webinar and all information will be sent to owners in the Annual Meeting Notice.

Adjournment - The TTCA Board of Directors adjourned the business meeting at 10:40AM. The next meeting of the Timber Trails Board of Directors is scheduled for November 21, 2020 at 8:00Am via Zoom. This meeting will be followed by the Annual Meeting of the Membership at 9:30AM via Zoom Webinar.

Respectfully Submitted,

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