

**TIMBER RIDGE PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MINUTES–January 15, 2024, Meeting**

- PRESENT:** Cathy Eagan Gill, Matt Schultz, Charlie Reymond, Steve Rayes, Duane Glenn and Rebecca O'Dwyer. Meresa Morgan via phone conference
- ABSENT:** Ronnie Daniels– proxy to Charlie Reymond, Justin Jones
- OTHERS:** Steven Hammons, Misty Dienes and Terie Velardi – POA Staff
- MINUTES:** The minutes from the December 11, 2023, meeting were reviewed with a motion to approve by Rebecca O'Dwyer, second by Matt Schultz and were approved by consent.
- FINANCIALS:** Meresa reviewed the December financials with the board noting we're in good shape with \$10,000 over on net income from what we budgeted. Financials were approved by consent.
- Collections-** Terie reviewed the collection report noting that this year compared to last year we collected 90.5% for the year 2023 and we are at 92.7% this year. We collected \$52 in finance charges, \$12.00 in convenience fees. We collected 3 transfers; all were fair market sales, bringing our monthly average to 9.7. We collected fees for 1 reactivation or replacement access card. \$300 was billed in covenant assessments, \$100 waived and we did not collect anything in December.

COMMITTEE REPORTS:

- Covenants -** Misty reviewed the covenants noting that in December, 12 first (friendly reminders), 4 second letters (with a \$100 assessment) were sent out. 12 were resolved. Communication from the members is overall very good, especially if it's not their property. In review a few letters were sent to the wrong person. This usually happens on vacant lots where there isn't an actual street address. The board members asked questions about specific properties related to property maintenance. Typically for part-time residents where it appears to be an "out of sight – pout of mind" environment. In one case a vacant lot had been cleared with the debris left at the side of the road. The office has tried to contact the owner to discover they no longer own the lot. . The board approved the POA to remove the debris. A motion was made by Matt Schultz, seconded Steve Rayes and approved by all to spend up to \$500. The board asked about a home that has a pool that has been neglected. Misty informed the board that a neighbor had contacted the office regarding this same concern. The member sent in photos and gave the POA to use the photos. The office informed the member a covenant letter for property maintenance would be sent out.

Member Comments – Misty noted that comments for December were all related to covenant letters in which case they were all resolved.

Architectural Review – Two requests for fences were submitted and approved. One member has informed the office that they were meeting with an engineer to address the elevation of their property and to redraw their plans with the POA setbacks. The board reviewed an application for a carport adjacent to their home. The property owner submitted his plans to the city and was approved by the city. AR questioned the screening and the plat offered was not to scale to accurately determine the full scope of the project. After reviewing the plans, the board noted that the screening requirements must meet city requirements. Furthermore, the site plan offered was considered sufficient to determine that there was ample space between the property line and the proposed carport. The board asked the office to verify with the

city that they have reviewed the plans and if they were requiring screening to mitigate the view from the street. The board made a motion to approve the plans as submitted and in accordance with city guidelines. The motion was made by Matt Schultz, second by Rebecca O'Dwyer and approved by all.

Grounds & Maintenance – Steven noted that his report indicates dates in which actions for specific projects were handled. Board members will be reviewing said projects and he will fill in any gaps or answer any questions during their review.

Pool- SAC No Report

Treasure Point – Charlie reported that the repairs near the bulkhead are holding up well.

Tennis/Basketball Court –No Report.

City Update - No Report

Security - Remote access for cameras, etc. Duane Glenn reported that we have run into a snafu with Loxicom. They have not been responsive to our numerous requests. Steve Rayes was able to reach the Luxicom representative and told them to come and get the equipment they were testing. Duane reported that we are going in a different direction with a consultant firm who has extensive experience with high tech, network and security camera operations. We met with them a few weeks back. They looked at our current operation reviewing all of our cameras at each location and came back with a proposal. They are not in the business of selling a particular brand but rather will recommend and help find the lowest costs available for hardware on an as needed basis. Their quote is \$120 per hour, and we are estimating 30-40 hours to streamline and or upgrade our system. There will not be a recurring monthly licensing fee that Loxicom was charging. All in all, we position ourselves in getting our security camera operations for one-third of the price that we approved using Loxicom. Having experience in IT Duane went further to say that \$120 per hour is very reasonable. Currently we have 8 digital video recorders (DVR) spread out through the subdivision. We will instead have one in a central location that will be password encoded ensuring a very secure network. Board members acknowledged the funds for this project have been allocated and thanked Duane and Steve for all of the work they have done and continue to do.

PCI – **No Report**

Community Involvement – **No report**

Entrance Condition- Meresa reported the improvements to the entrances are almost completed. The Christmas decorations will be put up just after Thanksgiving. Terie reported that we have received numerous compliments on the entrances. Meresa noted that she will follow up with the sign company on a new sign at the end of TR Blvd that directs folks to the golf club and the POA office.

NEW BUSINESS:

Banking Resolution - President Cathy Gill explained that it is necessary for the POA to amend the signers to the Keesler accounts. She noted that Anne (Nancy) Hardenstein and Ronnie Sedlak are no longer on the board and need to have their names removed from the two accounts at Keesler. Furthermore, Cathy noted that treasurer Mersea Morgan's name needs to be added. Cathy reminded the board that she as president, Rebecca O'Dwyer as secretary and Terie Velardi as office manager are currently on record as having banking privileges and

will remain so. Cathy asked for a motion to resolve the actions needed to bring the Keesler accounts current.

A motion to remove Anne (Nancy) Hardenstein and Ronnie Sedlak as signers and from the official documents was made. Furthermore, a motion to add treasurer Meresa Morgan and acknowledge that Cathy E. Gill, Rebecca O'Dwyer and Terie Velardi will remain on the accounts as signers was made by Matt Schultz, second by Steven Rayes and approved by all.

Newsletter - Cathy noted that members will need to submit a brief article reviewing the past year and any projections on their respective areas of responsibility. Cathy also noted that the newsletter will be sent out in February to all members via US Postal Service

Board Elections - 2024-25 Board elections – Cathy noted that the election process will begin in March. Members rolling off in June 2024 are Matt Schultz, Justin Jones and Cathy Gill. All are eligible to run for a 3-year term.

There being no further business the meeting was adjourned at 6:25pm.

Board Minutes respectively submitted by Terie Velardi, POA Staff.

NEXT MEETING – The next BOD meeting is the annual meeting on Monday, February 12, 2024, at 5:30 pm inside the PCIGC Banquet Room.