

Timberlake - Spotsylvania Homeowners Association
Board of Directors Meeting
Landmarc Real Estate
May 17th, 2012

Directors present: Mr. Mark Williams, Ms. Karen Ross, Mr. Charles Webber, and Mr. Michael Yearsley. Ms. Tina Smith was absent. Mr. Kevin Wheeler from Landmarc was present. There were three homeowners present.

1. Call to order and Introductions

Board meeting called to order at 7:00 pm by Mr. Williams, President.

2. Approval of Agenda

The following items were added to new business

- Missing "I" from entrance sign
- Approval of November minutes
- Management company efficiencies

The following items were added to old business

- Committees to Old Business

Mr. Yearsley made a motion to accept these additions. The motion was seconded by Ms. Ross and approved.

3. Resident Forum

Residents voicing concerns regarding neighbors back yard. Residents request that HOA follow up on approved modifications and ensure that they are approved.

4. Approval of Meeting Minutes

April Minutes require the following modification: "24 hour notice for FRED pickup"

Ms. Ross made a motion to accept the minutes from the April 2012 meeting of the Board. The motion was seconded by Mr. Yearsley and approved.

November meeting minutes

Mr. Williams made a motion to accept the minutes from the November 2011 meeting of the Board. The motion was seconded by Ms. Ross and approved.

5. Officers Reports

President

- Mr. Williams received an e-mail from a homeowner who appreciates the removal of the basketball hoops and reports that the situation at the playground has improved

Treasurer

- The treasurer had nothing to report

Secretary

- www.timberlakehoa.com was viewed 1816 times in April by 869 visitors
- A Facebook page was established and had 13 “likes”. These are 13 people who will get updates when they are posted to the Timberlake Facebook page.

6. Committee Report

ACC Report:

- The ACC had nothing to report

7. Manager Report

Mr. Wheeler:

- Mr. Wheeler has talked to a sign company regarding missing “T” (discussed further in “New Business”)
- Grass cutting has been better
- Letters have been sent to owners of un-occupied homes (banks) to get their grass cut.

8. New Business

- HOA Rules
 - Mr. Wheeler recommends that rules be kept general to avoid having to be frequently updated.
 - We will review sample rules and schedule a meeting for Tuesday, 22 May 2012 @ 1800 at the big playground.

A motion was made by Ms. Ross to hold a special meeting on Tuesday 22 May 2012, 6pm at the Overview Dr. Playground to discuss new ACC rules. The motion was seconded by Mr. Williams and approved.

- Missing “T”
 - The letters used on the Timberlake sign are no longer mass produced
 - The sign company can remove one letter, and send it off to be cast in the original bronze. This will cost \$250-\$300
 - If we opt to cast it out of aluminum it will be cheaper, about \$175-\$250 but might appear to be a slightly different color
 - Mr. Wheeler will look into whether reserve funds can be used.

A motion was made by Ms. Ross to fix the missing letter with the less expensive aluminum option. The motion was seconded by Mr. Yearsley and approved.

- Management Company Efficiency
 - Mr. Yearsley voiced his opinion that the Board should make it known to Landmarc that the Board wishes to be as efficient as possible with management costs to include printing of materials and postage.
 - Mr. Wheeler agreed to let us know before sending mass mailings.

9. Old Business

- Tot-lot drainage
 - New quote received
 - A third quote is expected
 - Issue tabled until the special meeting at the Overview Dr. Playground so that the board can observe and discuss the situation in person as a group
- Committees
 - Members need to be appointed
 - Committee sign-up sheets need to be filled out
 - Submitted names will be voted on Tuesday

10. Executive Session

At 8:15 pm, Mr. Williams made a motion to enter Executive Session to discuss Collections and Violations. The motion was seconded by Ms. Ross and approved.

At 8:26 pm, Mr. Williams made a motion to exit Executive Session and certify that the only items discussed were limited to those authorized.

- Discussions during Executive Session did not result in any motions

The motion was seconded by Mr. Yearsley and approved.

11. Adjourn

At 8:45 pm Mr. Williams made a motion to adjourn. The motion was seconded by Mr. Webber and approved.

Approved: _____