

**Timberlake - Spotsylvania Homeowners Association
Board of Directors Meeting
Landmarc Real Estate
August 16th, 2012**

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

No additions

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

3. Resident Forum

- Resident noticed that there is now a property with a fence that doesn't meet the fence guidelines that require spaces between
 - The Board is aware of the situation and engaged in resolving it
- Mrs. Billings (resident) wants to confirm that she doesn't need ACC approval to put flag stone around her flower beds and juniper patches.
 - The Board's interpretation of the rules is that she does not need ACC approval for what she is describing

4. Approval of Meeting Minutes

Approval of May meeting minutes

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

5. Officers Reports

President

- Trash pickup continues and our efforts are going a long way toward improving and maintaining the look of the neighborhood
- New Neighborhood Watch signs were received from the Sheriff.

Treasurer

Secretary

- Will contact Angela Kier about Social ideas for the Fall.
- Website: Home Wise Docs is where Landmarc hosts all HOA documents including those needed by homeowners when they sell their homes. Mr. Yearsley will put link and phone number information on website and maybe in FAQ

Ms. Ross made a motion to select 9310 Timberlake as the Yard of the Quarter. The motion was seconded by Ms. Smith and approved.

6. Committee Report

ACC Report

- The ACC had nothing to report

7. Manager Report

Mr. Wheeler:

- Items will be covered under “New Business”

8. New Business

2013 Budget

- RFPs out for landscaping

Access to Association Books and Records

- Association members can have access to any association record except for other member’s personal records.

Internal Complaint Resolution

- Association must have a process in place to deal with member complaints.
- Both resolutions will be \$350.00

Mr. Yearsley made a motion to authorize Landmarc to have Mercer, Trigiani draft the two resolutions. The motion was seconded by Ms. Smith and approved.

2012 Tax Year Engagement Letter

- Price has gone up from last year by \$45

Ms. Smith made a motion to engage Robinson, Farmer, Cox to conduct the 2012 Tax Year Audit. The motion was seconded by Ms. Ross and approved.

9. Old Business

Tot Lot Drainage

Mr. Yearsley made a motion to buy some mulch and have volunteers spread mulch and remove built-up washed out dirt. The motion was seconded by Ms. Smith and approved.

608 (Massaponax Church Rd.) Improvement Project
- Planned for mid-September.

10. Executive Session

At 7:32 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 8:02 pm, Mr. Williams made a motion to exit Executive Session and certify that the only items discussed were limited to those authorized.

Request for waiver for improperly installed fence denied however temporary grace period approved until 16 December 2012 to correct violations

Two hearings requested for non-compliance to be conducted at next month's meeting

The motion was seconded by Mr. Yearsley and approved.

11. Adjourn

At 8:03 pm Mr. Williams made a motion to adjourn. The motion was seconded by Mr. Yearsley and approved.

Approved: _____