

**Minutes of Timberlake Estates Board of Directors Meeting
Timberlake Estates Owners' Association
Wednesday, September 7, 2011**

Present:

Fred Stokes, President

Bob Perkins, Sr. Vice-President

Jim Schafer, Vice- President

Barbara Remick, Treasurer

Jacquelyn Odell, Secretary

Homeowners: George Duke, Jane Duke, Brian Walton

Fred Stokes called the meeting to order at 7:00 P.M.

Meeting Location: Timberlake Country Club

Approval of Prior Minutes: Bob Perkins made a motion to approve the August 3, 2011 minutes. Barbara Remick seconded the motion. The minutes were approved unanimously by voice vote.

Homeowner Issues: George Duke reported he had received several complaints from homeowners that some dog owners were not picking up their dog's feces as the dogs were walked. A reminder will be placed in the monthly newsletter regarding this issue.

Treasurer's Report: Barbara Remick reported the TEOA had only routine expenses this past month. She received a certificate of liability from Green Earth. She checked on CD interest rates and found that they were lower than the interest rates of the current Ing accounts. Barbara presented a proposed budget for 2012.

Vice President's Report: Jim Schafer reported that he had talked to the son of a renter on Water Links regarding the family cars being parked on the streets. Also a problem with lights left on at a house on Island Point was resolved. He will contact the homeowners of three houses on Lake Estate Drive which need regular mowing of the lawns.

Sr. Vice President's Report: Bob Perkins reported he contacted Green Earth to give the board a quote for mowing the lawn monthly at a Lake Estate house that is in foreclosure.

Secretary: Jacquelyn Odell reported that all homeowners had been mailed the agenda for the annual meeting along with the minutes of last year's meeting and the ballot of new officers for the board. She recommended to the board that next year only the agenda for the annual meeting and the ballot be mailed since the minutes of the annual meeting will be sent to all homeowners within a week of the meeting. This will save printing and mailing costs. Bob Perkins made a motion the minutes of the annual meeting be approved by the board electronically after being distributed to the membership and comments received. He further moved the Board begin following this same procedure for

the minutes of the regular meetings. Jacquelyn seconded the motion and it was approved unanimously by voice vote.

President: Fred Stokes reported that the Security position needs to be filled. The job requires an annual Neighborhood Watch meeting with our neighborhood deputy and an up-dated telephone chain for emergencies.

ARC: Barbara Remick gave the report in Tom's absence.

Security: No report.

Welcome: Cooki Mead and Linda Hall welcomed the Noltkampers on Lake Estate Drive and the Pinnels on Webster Pointe Drive this past month.

TNT: Fred Stokes reported the Christmas Party will be held on December 2nd and is in the planning stages.

Timberlake Country Club: George Duke reported arrangements for the annual meeting to be held at the club have been made.

Website: No report.

Community Interface: George Duke gave the report.

Newsletter: No report.

Nominating Committee: No report.

Old Business: Bob Perkins reminded the board that our lawyer for the TEOA has recommended a fine structure for covenant violations to strengthen enforcement. Fred Stokes made a motion when a covenant violation has occurred (and all reasonable verbal communications have failed) the homeowner will be given a due date, in writing, to resolve the infraction. If the violation continues, a fine of \$25.00/day will be charged to the homeowner until the covenant violation is resolved and or the homeowner has gone through the appeals procedures set forth in the by-laws. Jim Schafer seconded the motion and it was approved unanimously by voice vote.

New Business: None

There being no additional business, Bob Perkins made a motion to adjourn the meeting. Barbara Remick seconded the motion and the meeting was adjourned at 7:40 pm. The next meeting will be the annual meeting of the TEOA held October 5, 2011 at the Timberlake Country Club.

Respectfully submitted,
Jacquelyn Odell, Secretary

An addendum to the minutes:

ARC - Administrative Issues

After listening to input from residents, consideration of guidelines, and consultation with the TEOA Board, the ARC has proposed and the TEOA Board has approved the following change to the ARC Operating Procedures.

ARC approval is not required for maintenance and repair projects that meet all the following criteria:

- a. The work will be performed by the owner, **and no contractor is used.**
- b. The project will not change the color, size, function, style or materials originally used and approved.
- c. The finished result of the project will return the item under repair or maintenance to its original approved condition.