



**OPEN SESSION OF THE BOARD OF DIRECTORS
MEETING MINUTES
October 24, 2022**

Upon due notice to the membership, the Open Session was held Monday, October 24, 2022 at the Community Clubhouse and via Zoom.

CALL TO ORDER

There being a quorum present, ***upon a motion duly made, seconded, and carried the Board called the meeting to order at 6:02 PM.*** The Chair of the Meeting introduced the Board and members present.

Board Members Present:	Joanne Fisher	President
	Janis Stevens	Vice President
	Ben Adelstein	Secretary
	Amanda Oberg	Treasurer
	Alan Lustigson	Director at Large

Board Member Absent: None

Management de Novo, Inc: Elizabeth J. Buenrostro Community Manager

Others: Three owners were in attendance

HOMEOWNER OPEN FORUM

Owners did not have questions and thanked the Board for their tireless service to the community.

APPROVE PRIOR MEETING MINUTES

The Board reviewed the Open Session Minutes from September 26th, 2022 and October 17th, 2022. ***Upon a motion made, seconded, and unanimously carried the Board voted to approve the Regular Session Minutes of the meeting from September 26th, 2022 and October 17th, 2022 as presented.***

EXECUTIVE MEETING DISCLOSURE

The Board discussed legal matters, collections and enforcement matters during the Executive Meeting.

FINANCIAL REPORTS

August 2022 Financial Statements: Management prepares a packet with the financial activity. The following summary of the August 2022 financial statement is provided to highlight key data.

Operating Cash:	\$ 63,468.09
Reserve Cash:	\$ 896,513.32
Accounts Receivable:	\$ 8,860.17
Prepaid Assessments:	\$ 15,567.22
Net Proceeds:	\$ (1,954.70)

YTD Income:	\$ 108,537.00
YTD Expenses:	\$ 109,401.63
YTD Proceeds:	\$ (846.63)

Upon a motion made, seconded, and unanimously carried the Board approved the presented August 2022 financials to place on file for CPA review.

Report on Water and Utility Usage: Management provided the most up to date report on the water and utility usage within the community. ***No action needed at this time.***

Collections: A full report was reviewed by the Board of Directors in the Executive meeting and ***no further action is needed at this time.***

ARCHITECTURAL

Architectural Matters: ***There were no applications to review.***

MAINTENANCE AND ACTION ITEMS

CC&R Document Update: Legal has taken the Boards comments and revised the Draft documents. The Board voted on this final copy to be sent out to homeowners for their vote. ***No further action needed at this time.***

Roof Repair Estimates: Enclosed for the Boards review was a proposal from Premier Roofing for the reroofing the community. Management hoped to hand carry a proposal from Temecula Roofing but unfortunately didn't receive it in time. ***Additional bids are needed. It was noted that the insurance company does not approve of the soy-based treatments for the roof, however, are still talking with underwriting about the other roof life extension product that has been presented for consideration.***

Pool/Spa Resurfacing Project Update: There was a delay in obtaining the necessary permits from the County of San Diego for the pool/spa resurfacing project. They have now obtained the permits and are working to get us on the schedule at the start of 2023. As soon as a date is set Management will inform homeowners. ***No action needed at this time.***

Trip Hazard Repair Proposal: Enclosed for the Boards review was a proposal from BPR Inc. for trip hazards within the community that need to be taken care of for safety concerns. The total for all 223 items is \$14,950.00. ***This item has been tabled for a future meeting.***

Clubhouse Janitorial Frequency/Cost Increase: Management spoke with ProTec about the possibility of having visits increase in the summer and during the holidays to twice a month. The Director of Janitorial let us know that they only agree to a year-round increase in visits for an additional \$83.00 per month. ***Upon a motion made, seconded, and unanimously carried the Board declined to seasonal cleaning plan.***

Landscape Update and Report: Management awaits the update from Tim Hoover at Heritage Landscaping for the work they have done on the property in October. ***No action was needed.***

Inspection Reports: The Boards reviewed the October inspection reports. ***The Board requested a comprehensive action list of the outstanding maintenance items. They also requested additional bids from other maintenance providers.***

Other Business/ Correspondence: The Board reviewed correspondence received by Management since the last meeting.

Future Meeting Dates:

- November 21st
- December 19th (or dark other than CC&R amendment vote via Zoom)
- January 30th, 2023
- February 27th, 2023
- March 27th, 2023
- April 24th, 2023
- May 29th, 2023
- June 26th, 2023
- July 31st, 2023
- August 28th, 2023

Next Meeting Date and Adjournment

The next Open Board Meeting of the Timberlane II Property Owners Association is scheduled for November 21st, 2022 at the club house.

Upon a motion duly made, seconded, and unanimously carried the meeting was adjourned at 6:57 P.M.

Dated: 11/21/22


Recording Secretary