

**OPEN SESSION OF THE BOARD OF DIRECTORS  
MEETING MINUTES  
October 25, 2021**

Upon due notice to the membership, the Open Session was held Monday, October 25, 2021 immediately following the Executive Meeting at 6:00 PM, 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 6:03 P.M.*

Board Members Present:	Joanne Fisher	President
	Dmitry Pasternak	Vice President
	Amanda Oberg	Treasurer
	Matthew Hallisy	Director at Large
	Ben Adelstein	Secretary

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

Others: Multiple Homeowners (7) were in attendance

**CALLED TO ORDER & INTRODUCTIONS**

The Chair of the Meeting called the meeting to order and introduced the crowd.

**HOMEOWNER OPEN FORUM**

Discussion was had about the association portal not being up to date. Management will ensure that Minutes and Financials are posted monthly. Questions were had about the proposed rule to limit guests to 5 per household. It was noted that the mowing has greatly improved, and the landscape looks much better. It was also noted that a master landscape plan should be developed to create a street scape to enhance values. There were comments on the proposed solar guidelines. The owners asked about the proposal for new couches in the club house, once they saw the photos, they were in agreement that they need to be replaced. It was noted to look at skylight shade to protect the couches. Maybe some kind of couch cover to be considered. There have been criminal reports on Next Door and neighbors should be aware.

**APPROVE PRIOR MEETING MINUTES**

The Board reviewed the Open Session Minutes from September 27, 2021. *Upon a motion made, seconded and unanimously carried to approve the Regular Session Minutes of the meeting from September 27, 2021, as presented.*

**TOWER GARDEN UPDATE**

A report was given on the Towers letting residents know that they had been sold. This was a very successful project however, a lot of work and time to let them go.

**EXECUTIVE MEETING DISCLOSURE**

The Board discussed legal matters, collections, enforcement issues in the Executive Meeting.

**FINANCIAL REPORTS**

Financial Statements Update: Financial reports will be presented quarterly as agreed upon. Management will continue to reconcile the books monthly but won't print, send, or present the reports until quarterly.

Please see below for schedule of review of financial statements:

Q1 July-September – November Board meeting

Q2 October-December (along with Q1) – February Board meeting

Q3 January-March (along with Q1-Q2)– May Board meeting

Q4 April-June (along with annual) – August Board meeting \*\*note, the CPA review is usually substantially done by then, so the Board may review these via email prior to the August meeting, but we will work out a plan as it gets closer to that date.

***No action needed at this time.***

Report on Water and Utility Usage

Enclosed for the Boards information was the most up to date report on the water and utility usage withing the community. ***No action needed at this time.***

Collections

*A full report was reviewed in the Executive meeting and no further action is needed at this time.*

**ARCHITECTURAL**

There were no Architectural Matters currently that need approval. Some applications are pending further information from the owner for consideration. ***No action needed at this time.***

**MAINTENANCE AND ACTION ITEMS**

Pool Resurfacing: Enclosed again for the Boards review was the proposal from PS2000 for resurfacing the pool and spa for a total of \$45,622. Management has reached out to Island Construction to obtain an additional bid. We are continuing to solicit more bids.

***No action at this time management is working on further proposals.***

Clubhouse Couch Replacements: The couches in the Clubhouse are in need of replacing. Re-upholstering would not be a cost-effective measure. Enclosed for the Boards review were emails from Marcy Davitt with options for new couches.

***A motion was duly made, seconded, and unanimously carried to approve the purchase of new black couches for the Clubhouse to be paid for out of reserves in the amount of \$2,171.12.***

Inspection Reports: The Board reviewed the October property inspection report. ***No action needed at this time.***

Landscape Update: Enclosed for the Boards review were the outstanding proposals from Heritage Landscaping for various projects around the community totaling \$6,798.00.

\*\*\* Please note that on task #3 the homeowners at 10318 Cam Agadir have requested that the palm tree not be removed as it is the only beautification in their entrance area. The ask that is be trimmed. Heritage Landscaping recommend removal but have proposed that they will conduct regular trimming to maintain it.

***A motion was duly made, seconded, and unanimously carried to approve the landscaping bid for \$2,251.00 as well as #7 on the larger bid.***

Landscape Update - Enclosed for the Boards review is an update from Jessie Whitmayer at Heritage Landscaping for the area behind 9765-9771 Caminito Doha.

***No action needed at this time.***

Other Business/ Correspondence: Enclosed for the Boards information was correspondence that Management had received throughout the month.


- i. Future Meeting Date Confirmation:
  - i. November 22<sup>nd</sup>, 2021
  - ii. December 20, 2021 or No Meeting
  - iii. January 31<sup>st</sup>, 2022 Open Board Meeting and Election
- ii. Future Agenda Items:
  - i. CC&R Amendments
  - ii. Election Planning, January 31, 2022

**Next Meeting Date and Adjournment**

The next meeting of the Timberlane II Property Owners Association Board meeting will be held on the last Monday of the month, November 22nd, 2021, at the Club House and it will also be held electronically via Zoom video conference.

***Upon a motion duly made, seconded, and unanimously carried the meeting was adjourned at 6:56 P.M.***

Dated: 11.22.2021

  
Recording Secretary