

**OPEN SESSION OF THE BOARD OF DIRECTORS
MEETING MINUTES
May 23, 2022**

Upon due notice to the membership, the Open Session was held Monday, May 23, 2022, immediately following the Reconvened Annual Meeting and we met at the club house and had a pizza party for the owners.

CALL TO ORDER

There being a quorum present, ***upon a motion duly made, seconded, and carried the Board called the meeting to order at 5:49 P.M.*** The Chair of the Meeting introduced the Board and members present.

Board Members Present:	Joanne Fisher	President
	Dmitry Pasternak	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: Numerous owners were in attendance

APPOINTMENT OF BOARD MEMBER

Since there is one remaining open seat on the Board of Directors the Board introduced Alan Lustigson. He is retired and was a banker and businessman. He is a long-time owner and is delighted to step up and serve on the Board. ***Upon a motion made, seconded, and unanimously carried the Board voted to appoint Alan Lustigson to complete the open two term on the Board.***

HOMEOWNER OPEN FORUM

Homeowners expressed interest in having permanent speed humps installed for traffic calming in the community. Steve Booth asked if the Board would consider allowing basketball hoops if 90% out of view as to not disrupt anyone? The Board will consider this request.

Questions were raised about the landscape mow schedule and water submetering in the community. California Submeter topic to be further explored at next meeting. Amanda expressed interest in assisting with the cover letter and Dmitry will help with the roof inspection options.

Parking note to membership suggested reminder of the parking rules no parking parallel in apron and never in fire lanes, request tow company to have additional drive throughs. It was noted that improved communication with the membership would be appreciated.

APPROVE PRIOR MEETING MINUTES

The Board reviewed the Open Session Minutes from April 25, 2022. ***Upon a motion made, seconded, and unanimously carried the Board voted to approve the Regular Session Minutes of the meeting from April 25, 2022 as presented.***

EXECUTIVE MEETING DISCLOSURE

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

FINANCIAL REPORTS

January/February/March 2022 Financial Statements: On a quarterly basis, Management prepares a packet with the financial activity. The following summary of the March 2022 financial statement is provided to highlight key data.

Operating Cash:	\$ 54,881.08
Reserve Cash:	\$ 853,267.47
Accounts Receivable:	\$ 8,747.97
Prepaid Assessments:	\$ 11,282.85
Net Income:	\$ 18,961.64
YTD Income:	\$ 487,379.78
YTD Expenses:	\$ 459,036.07
YTD Surplus:	\$ 28,343.71

Upon a motion made, seconded, and unanimously carried to approve the January/February/March 2022 financial statements and place on file for independent 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 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: The Board reviewed the CC&R documents from the attorney that included their comments. The members talked about the documents and the implications for a lengthy period of time. ***No action needed at this time. The attorney to be invited to the next meeting to discuss the documents.***

Plumbing Update / Submeters: Management has reached out to California Submeters to get quotes for installing submeters in the community. They directed us that we will need to have a site evaluation to find what units if any have shut off valves before we can move forward with a quote for installation.

Management is still gathering information for the Boards consideration.

Pool Resurfacing Schedule: Management has reached out to Blue Moon Pools and the repair and resurfacing on the pool is scheduled to start October 4th with the draining of both the pool and spa. The demo and rebuild starts on October 6th and the work is estimated to run till about October 27th. **Note this is for owners information only, no further action needed at this time.**

Reroofing Project Update – Proposals & Scope of Work: Management has reached out to multiple roofing companies including RSI, Premier Roofing, Premium Roofing, and Martin Roofing. At this time, we have received only proposals from Premier Roofing which is our current roofing company and RSI Roofing. Unfortunately, this is going to be an extremely expensive process. The cost from Premium is \$1,319,475.00 and the cost from RSI is \$1,507,100.00. **Management will secure a proposal for roofing inspection and creation of a scope of work for the roof repairs/replacement.**

Termite Inspections Update / Cost Discussion: Management has reached out to Hume & Company to schedule the yearly termite inspections for June 23-24, July 7-8/14-15. Enclosed is their proposed schedule of homes. Management will handle to co-ordination with residents. Also enclosed is a copy of the original contract stating that there would be a \$6,000 fee for the inspection of all homes. **Upon a motion made, seconded, and unanimously carried the Board approved the inspection costs.**

Mailbox Installation Progress Report: Slow and steady progress is being made with the mailbox replacement program. Owners are thrilled with the new mailboxes.

Landscape Update and Report: The Board reviewed the updated report from Jessie Whitmayer, of Heritage Landscaping, regarding projects completed since last meeting. **No action needed at this time.**

Inspection Reports: The Boards reviewed the current inspection reports. **No action needed at this time.**

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

Future Meeting Dates:

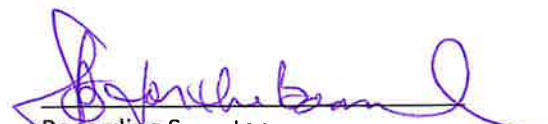
- June 27th, 2022
- July 25th, 2022
- August 29th, 2022
- September 26th, 2022
- October 24th, 2022
- November 28th, 2022
- December 19th, 2022 (or no meeting *tbd*)

Next Meeting Date and Adjournment

The next Open Board Meeting of the Timberlane II Property Owners Association will **usually be held on the last Monday of the month.** The June meeting is scheduled for June 27, 2022 at 6:00 P.M. at the club house.

Upon a motion duly made, seconded, and unanimously carried the meeting was adjourned at 7:31 P.M. and the Board reconvened to the Executive Meeting at this time.

Dated: 8-29-22


Recording Secretary