

**OPEN SESSION OF THE BOARD OF DIRECTORS
MEETING MINUTES
March 30, 2022**

Upon due notice to the membership, the Open Session was held Monday, March 30, 2022, 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 6:02 P.M.* The Chair of the Meeting introduced the Board and members present.

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| Board Members Present: | Joanne Fisher | President |
| | Amanda Oberg | Treasurer |
| | Ben Adelstein | Secretary |
| | Matthew Hallisy | Director at Large |
| Board Member Absent: | Dmitry Pasternak | Vice President |
| Management de Novo, Inc: | Elizabeth J. Buenrostro Community Manager | |
| Others: | Richard Zamora, McKowskis Maintenance and numerous owners (5) were in attendance | |

GUEST AND HOMEOWNER OPEN FORUM

Richard Zamora, McKowskis Maintenance, was at the meeting to update the Board on their many outstanding projects. He talked about the new mailboxes and owners noted that they are thrilled to have the secure mailboxes and are looking forward to the project's completion. It was noted that he is almost done on Cam Doha. Owners noted that the materials look great and are very appreciative of their hard work. Richard expects the work to be completed in May.

It was noted the spa temperature was lower than usual. It was also requested that the bottle brush tree at the pool be trimmed way back since it is a mess and may prematurely destroy the motor due to droppings.

Enforcement of flag rules and storage of items outside the homes were discussed. Owners are asked to keep exclusive use areas in good order for all.

Owners expressed appreciation to the Board for their tireless efforts on behalf of the community.

APPROVE PRIOR MEETING MINUTES

The Board reviewed the Open Session Minutes from February 28, 2022. ***Upon a motion made, seconded, and unanimously carried to approve the Regular Session Minutes of the meeting from February 28, 2022 as presented.***

EXECUTIVE MEETING DISCLOSURE

The Board discussed legal matters, collections and enforcement matters during the Executive Meeting that was held immediately before this Open Meeting.

FINANCIAL REPORTS

Financial Statements Update: Financial reports will be presented quarterly as agreed upon. Management will continue to reconcile the books monthly, but will not print, send, or present the reports until the end of the quarter. It was noted that there is \$52,935 in the operating account and \$836,875 in reserves.

Annual 2023 Budget: The Board reviewed and discussed the 2023 budget in great detail. Meetings were had and numbers were crunched to save as much as possible.

Upon a motion made, seconded, and carried to increase the monthly assessments by \$10.00, \$5 for operating and \$5.00 for the reserves. This will help cover utility costs and to increase reserve allocation for the upcoming roofing project, the increase is for the 2023 Fiscal Year Budget.

Reserve Study Proposal: The Board reviewed the annual reserve study.

A motion was made, seconded, and carried to approve the annual reserve study as submitted by "A Reserve Study Company".

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 has previously reviewed the CC&R document update from legal counsel and will be prepared to discuss and provide any additional comments to Management as soon as possible for us to provide these to Legal. We hope to bring this to a vote at the next meeting. ***No action needed at this time.***

Pool Resurfacing Schedule: Blue Moon Pools 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 continue through October 27th. ***No action needed at this time.***

Automatic Pool Gate Lock: Management reached out to Grizzly Lock and Key to get the price of an automatic lock on the gate. This would prevent usage of the pool area after the posted times. ***Unfortunately, we did not receive a proposal by the time of the meeting.***

Termite Inspections: Hume & Company can do inspections for Timberlane II on May 11-13th, May 18-20th, or May 25-27th. It will take approximately three days to inspect the whole community.

A motion was made, seconded, and carried to approve Hume & Company to complete the annual termite inspections on May 18th – 20th.

Rain Gutter Repairs Proposal: The Board reviewed a proposal from Seamless Rain Gutters for a total of \$5,382.00 for work at 9786 Caminito Doha.

Upon a motion made and carried, the Board approved the Seamless Gutters proposal in the amount of \$5,382.00 to complete the work at 9786 Caminito Doha, a portion to be paid from the reserves.

Mailbox Installation Progress Report: The Board was updated with the progress report. ***No action needed at this time.***

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.***

Arborist Report: The Board reviewed the upcoming items on the arborist report.

Upon a motion made and carried, the Board approved the \$8,360.00 submitted by Vista Valley Tree Service to include an additional removal of the bottle brush tree at the pool at a cost not to exceed \$500.00 for the additional tree removal.

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.


- I. Future Meeting Dates:
- April 25th, 2022- Election
 - May 23rd, 2022 (Moved up a week due to Memorial Day)
 - 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 March meeting is scheduled for April 25, 2022 at 6:00 P.M. via Zoom.

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

Dated: 4/20/22


Recording Secretary

Timberlane II Property Owners Association

Board Meeting

March 30, 2022

Attendance Sign-in Sheet

Owner / Resident Name	Lot Number / Address	Topic / Concern
Andy's I Atone	10293 Cam Agad i2	
Steve Booth Booth		
Steve Morley		
Paula Sassie		
KC martin		