

Timberlake Estates Property Owners Association

TEPOA • P.O. Box 452 • Cypress, TX, 77410-0452

Quarterly Meeting, April 14, 2008
Cypress Creek Fire Department, Station 22, Cypress, Texas

Agenda Item	Discussion Leader														
Call to order	Chairman														
Confirm quorum <ul style="list-style-type: none"> • Must be current on maintenance fees to vote and participate • Please conduct yourself in an orderly fashion or you will be asked to leave the meeting 	Chairman														
Installation of new board members - n/a	Chairman														
Reading and approval of minutes not heretofore read <ul style="list-style-type: none"> • 1/14/08 Minutes 	Chairman														
Announce purpose of meeting	Chairman														
Committee Reports <ul style="list-style-type: none"> • Spring Fling - Paula Hughes 	Board and Committee Chair(s)														
Unfinished business <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 15%;">Chairman</td> <td style="border-bottom: 1px solid black;"> <ul style="list-style-type: none"> • Online Calendar Review </td> </tr> <tr> <td style="border-bottom: 1px solid black;">Legal</td> <td style="border-bottom: 1px solid black;"> <ul style="list-style-type: none"> • Request for DR Committee Volunteers • HIR Reminder </td> </tr> <tr> <td style="border-bottom: 1px solid black;">Treasurer</td> <td style="border-bottom: 1px solid black;"> <ul style="list-style-type: none"> • Balance Sheet • Investment Income • Taxes • Collection Status • Budget Review </td> </tr> <tr> <td style="border-bottom: 1px solid black;">Security</td> <td style="border-bottom: 1px solid black;"> <ul style="list-style-type: none"> • Incident Reporting Update • National Night Out 2008 </td> </tr> <tr> <td style="border-bottom: 1px solid black;">Communications</td> <td style="border-bottom: 1px solid black;"> <ul style="list-style-type: none"> • 2008 Directory Update & Request for Volunteers • Call for Timbergram Articles • Call for E-mail addresses </td> </tr> <tr> <td style="border-bottom: 1px solid black;">Lake</td> <td style="border-bottom: 1px solid black;"> <ul style="list-style-type: none"> • Playground Equipment • New Pier • Call for Lake Improvement Committee Volunteers </td> </tr> <tr> <td style="border-bottom: 1px solid black;">Chairman</td> <td style="border-bottom: 1px solid black;"> <ul style="list-style-type: none"> • Call for Committees </td> </tr> </table>	Chairman	<ul style="list-style-type: none"> • Online Calendar Review 	Legal	<ul style="list-style-type: none"> • Request for DR Committee Volunteers • HIR Reminder 	Treasurer	<ul style="list-style-type: none"> • Balance Sheet • Investment Income • Taxes • Collection Status • Budget Review 	Security	<ul style="list-style-type: none"> • Incident Reporting Update • National Night Out 2008 	Communications	<ul style="list-style-type: none"> • 2008 Directory Update & Request for Volunteers • Call for Timbergram Articles • Call for E-mail addresses 	Lake	<ul style="list-style-type: none"> • Playground Equipment • New Pier • Call for Lake Improvement Committee Volunteers 	Chairman	<ul style="list-style-type: none"> • Call for Committees 	Chairman
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Lake	<ul style="list-style-type: none"> • Playground Equipment • New Pier • Call for Lake Improvement Committee Volunteers 														
Chairman	<ul style="list-style-type: none"> • Call for Committees 														
New business, motions and resolutions	Chairman														
Special programs – none	Chairman														
Close	Chairman														

TEPOA Articles of Incorporation, 11/12/85, Article Four

The specific and primary purpose for which the Corporation is organized is to own, operate and maintain recreational property exclusively for the use and benefit of its members, and to enforce, defend and maintain those deed restrictions in effect and filed of record in the Real Property Records of Harris County, Texas for the Timberlake Estates, Section One, a subdivision of Harris County, Texas as such deed restrictions may be in force at this time or as amended from time to time.

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Meeting Summary

The meeting was called to order at 7:10 pm by Chairman Brett Basford. A quorum was determined. Brett announced that Pam Thompson has resigned as secretary and he read the minutes of the January meeting. Motion to accept minutes as read was made by Julia Gaitz and seconded by Bill Watts. Motion passed. Brett announced the purpose of the meeting and called for committee reports.

Paula Hughes, Chair of the Spring Fling, was absent due to illness but sent her report which was read by Brett. Volunteers are needed as well as sodas. The event is scheduled for May 4 from 3 pm until 5 pm. Jeff is sponsoring the classic car and bike rally. No rain date is set.

On Line Calendar: Quarterly meeting is April 14, Tax day is April 15, Mothers Day is May 11 and Memorial Day is May 26. Articles for Timbergram are due June 18th.

Jeff Gunn is out of the country on business and the committee volunteers for the deed restrictions committee are George Franklin and Kathy Brooks.

Treasurer: Mike Ruiz introduced himself and his wife Teresa. They have finally moved into their new home. Anthony Vindett asked about outstanding fees and what was the policy of working with neighbors who are behind. He wondered if there was a way to lower the fees of those behind in order to collect from them. Brett explained we can't get some people to communicate with the board and a certain percent will flat refuse to pay. He explained that if you explain your situation to the board, the board is more than willing to work out a plan. Mike explained that he is willing to pursue some of the more serious cases and will be cordial. The HOA will not take away someone's home for back dues. We will file liens and collect when the property sells. The HOA had some large expenses this year and there are more things the neighborhood would like to do. We are working slowly with getting some people caught up.

George asked Mike if the CD's are still in the form in which they were purchased and asked why we had to pay taxes on interest. Mike explained that interest is deposited into our checking account so it is counted as income.

Budget: Mike explained the budget – 2007 compared to – 2008 actual. We are still under budget. George commended Mike on a job well done.

Security: Wayne Francisco gave the TEPOA incident call report for 2007. Incidents have gone down. The report is for Timberlake only. There are complaints about speeders on Timberlake. He advised to continue to call into the Sheriff's Office about speeders. Anthony Vindett said tickets were written at four in the afternoon on Tall Forest. George Franklin stated that the Ravensway patrolman is about to retire and Harris County is cutting back on patrols. Patrols can cost as much as \$56,000 annually. George Franklin stated an incident about stolen mail and packages being found on Lakecrest. He suggested notifying a neighbor when you will be away and have your mail picked up. Brett has looked into locking mailboxes. They are expensive, but may be worth the cost for security.

Teresa Ruiz asked about getting trees trimmed away from the stop signs. Brett said the county number is on the web-site.

Wayne stated that National Night Out has been moved from August to October. The date set is Tuesday, October 7th and it will be at the Lake.

Ann Pavalock reported on the directory update. Nash printing has been chosen to do the printing giving us a bid of \$1.90 each copy, staple and fold. If any correction is needed in your information, please do so by the end of April. Books should be ready for distribution June 1.

In the absence of Robert Key, there was no Lake Report.

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A welcome committee was suggested by Mike & Teresa Ruiz to provide a "Welcome Package" to new neighbors. It would contain a directory, information on the website and maybe something good to eat.

There was no new business. Motion to adjourn was made by George Franklin and seconded by Bill Watts. Motion passed and meeting adjourned at 8:06 pm.

Meeting Attendees

Count	Last Name	First Name
1	Basford	Brett
2	Francisco	Wayne
3	Franklin	George
4	Gaitz	Julia
5	Harmon	Suggie
6	Koen	Ron
7	Pavalock	Ann
8	Pavalock	James
9	Ruiz	Mike
10	Ruiz	Teresa
11	Stewart	Madge
12	Stewart	Ted
13	Vindett	Anthony