

Timbers Civic Association, Inc  
Corporate ID #: D01095603  
PO Box 421  
Arnold, MD 21012  
[TimbersCivicAssociation@gmail.com](mailto:TimbersCivicAssociation@gmail.com)

**Timbers Civic Association  
Executive Board Meeting**

**Date: 22 August 2020 - location Recreation Area**

- Call to order: The Executive Board Meeting was called to order at the Recreation Area on Saturday, 22 August 2020.
  - Roll Call: Present at the meeting were President: Hank Sengelaub; Treasurer: Sue Tant; Secretary: Donna Sengelaub; Maintenance Committee Chairman: Rick Miller; Special Community Benefits Chairman: Mike Corless; Budget and Audit Committee Chairman: Ruth Rabin; Bob Ellsworth as a member of the SCBD Committee
  - Treasurer Report: Treasurer: Sue Tant reported that as of 22 August 2020, the Timbers Civic Association has \$15,751.93. This amount does not reflect expenditures yet to be paid for mowing or tree trimming (to be discussed at meeting)
- 31 households have paid i\$100 in full- for fiscal year 01 Oct 2020- 30 Sept 2021. An additional \$849 was contributed as donations earmarked for capital improvements of the Recreation Area.
- Secretary read the minutes from previous Executive Board Meeting held on 19 March 2020
  - Committee Chairman Reports

**Special Community Benefits District Special Committee**

Mike Corless, Chairman of the Special Community Benefits District, reported that his committee members finished working on the draft of the petition. The plan was to have the draft reviewed by the Executive Board who would approve the petition; gather supporting documents, and send the petition and supporting documents to the Special Taxing District Coordinator at the County Budget Office who will forward the packet to the County Law Office for legal sufficiency. Anticipate the packet to be forwarded to the County Special Taxing District Coordinator by 31 August 2020.

Supporting documents used are: Timbers Recreation Area Deed, Timbers Subdivision Plat, Rubert Manor B Subdivision plat (later renamed the Timbers , but referred to in Timbers Recreation Area Deed); Rubert Manor A subdivision plat

showing P-152 (1171 Rubert Circle – added to membership in 2014); proposed Tax parcel map for the proposed Special Community Benefits District

According to the County Budget Office, their review and approval should take approximately 2 weeks.

### **Maintenance Committee**

Maintenance Committee Chairman, Rick Miller reported that the Summer Cleanup was a huge success. Despite the heat, 20 people showed up to help – including neighbors from outside the Timbers.

Mike Ebersberger's company has already chipped and removed the wood debris collected from the cleanup. He will also at a later date, trim and raise the canopy of the trees in the playground area and along the borders of the Recreation Area and remove any dead trees or problem trees. Expected cost will be \$2000 for the trimming.

Mowing will continue through October. Will speak to Gordon Pollock regarding leaf removal estimates for the fall.

### **Budget and Finance Committee**

Ruth Rabin, Chairman of the Budget and Finance Committee will conduct and audit and close out the books for fiscal year 01 July 2020 - 30 June 2021.

General Discussion: The Recreation Area looks great. Gordon Pollock's crews do excellent work. The governance is likewise in good shape.

– New Business:

Proposed agenda for annual meeting: President discussed the upcoming annual meeting. Agenda will include the proposed budget for FY 2020-2021. He presented printed copies of the proposed budget which includes:

1. SCBD costs and bond. Discussion of SCBD costs: If we successfully become a Special Community Benefits District (SCBD), Anne Arundel County will collect our annual dues in each Timbers Civic Association member's property tax bill. Currently there are 48 households eligible for membership in the Timbers Civic Association according to the Bylaws. Anne Arundel County will take 5% of the \$4800 total collected or \$240.
  - a. Additionally, the Timbers Civic Association is required to have a crime bond to become a SCBD. The bond is a requirement by the county to protect the Associations funds from fraud or loss by the Treasurer or President. The proposed cost from Harford Insurance is \$234 for 3 years. Should the money be lost due to fraud or loss the Association money is insured from loss. Bonded

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means that the Insurance Company will have a bondsman recover the money from whoever has lost or defrauded the Association.

- b. Our annual budget is submitted to the County Council each year who votes to “tax” our proposed special district. Any concerned citizen is welcome to attend the County Council meetings and voice approval or disapproval of the Timbers Civic Association budget to the council.
  - c. Finally, an internal annual audit must be conducted of the funds and an audit by a CPA every 4 years. Each year an annual financial report of the Timbers Civic Association finances must be submitted to the County Budget Office.
2. James will present his plan for “messy garden” as his Eagle Project at the 12 Sept 2020 annual meeting of members.
3. Budget Discussion
  - a. Budget formatted to reflect Guidelines for SCBD.
  - b. Postage \$400, post office box \$100, insurance, mowing at \$1500, leaf removal \$400 per time, tree and stump removal \$800, \$200 for refreshments and \$500 per year.
4. Vote for Budget
5. Vote for New Officers: The following individuals have bravely and graciously stepped forward to serve as Officers of the Timbers Civic Association.

Mike Corless – President

Shane Dauer – Treasurer

Amanda Dauer - Secretary

6. A formal vote will be conducted to make it official. If approved by the membership in a formal vote, their terms will be from 01 October 2020 – 30 Sept 2021. They are permitted to serve in each office for no more than 3 consecutive terms.

General Discussion – Due to COVID-19, the Halloween Party cannot be held due to liability reasons.


Discussion about Halloween Party. Reminder: Timbers Civic Association dues cannot be used to fund the cost of the Halloween party, unless additional donated specifically for the Halloween Party are received. Recommend that whoever chairs the Halloween Party start a "Go Fund Me" campaign to raise funds for the Halloween Party.

New Business - Initial suggestion and discussion was made or a possible future pavillion for the Recreation Area.

Good and Welfare – there are several elderly neighbors in the neighborhood who may need assistance. Please be aware and help if you can.

Adjournment. The meeting was adjourned at 5:53 pm.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "DM Sengelaub". The signature is written in a cursive, flowing style. It is positioned over a faint, circular, dotted-line stamp that is partially visible behind the text.

Donna Sengelaub

Secretary, Timbers Civic Association, Inc.