

Timbers Civic Association, Inc.

Executive Board Meeting

Wednesday, 17 April 2013

1. Call to order: 7:15 p.m. at Starbucks
2. Roll call of officers: President, Donna Sengelaub; Vice President Sarah Volker; Treasurer Jacqueline Rhynard; and Secretary, Sue Tant. Also in attendance: Hank Sengelaub, Chair Recreation Committee; Budget & Finance Committee, Ivan Caplan; and Paul Rhynard.
3. Community Meetings Scheduled
 - a. Homeowners have two opportunities to attend a community meeting: 2 and 9 May. Each meeting will follow the same agenda, and the community constituent from Anne Arundel County, Amy Leahy, will be present at both meetings.
 - b. The topic of the Timbers becoming a Special Community Benefits District (SCBD) will be introduced. Ivan volunteered to summarize a SCBD on one page
 - c. Request for additional committee members will be made.
 - d. Homeowners will be provided the opportunity to pay their dues.
 - e. Following these community meetings, ballots will be distributed to homeowners to vote on the bylaws, executive board members, and the recreation committee's proposal for a swing set and a bench. Only those homeowners who are in good standing can vote.
4. Projected Operating Costs
 - a. Breakdown of maintenance costs for 2013: \$4095 (includes an emergency fund of \$1500).
 - b. Several board members met with the insurance agent for the Timbers, during which the agent recommended an umbrella policy, but apparently no good argument to purchase it or a price quote. Board members also discussed if we should obtain liability insurance for the board members. Jacqueline and Ivan volunteered to obtain quotes from other insurance companies.
5. Committee Reports
 - a. Recreation, Maintenance and Development Chairman Report - Hank Sengelaub: Harcopies of the committee's recreation area priority list, Five Year Plan, and Five Year Budget were provided. (Grass cutting is separate.) The committee is requesting funds for the two top priority items: swing set (est. cost \$1600) and benches (\$300 each). Hank recently met with the Anne Arundel Community College advanced landscape class. The class visited the rec area, took measurements and was provided with our priority list. Each student will provide a plan. We encourage this partnership to continue. The

accomplishments of the recent park cleanup were presented: According to Jacqueline, the trees near Bonnie Eddowe's home are dead and need to be removed. Discussion and debate regarding the park cleanup resulted in attendees' consensus that from this point forward, the proper process for obtaining approval (vote), according to the bylaws, must be followed.

- b. Budget and Finance Chairman Report – Ivan Caplan: Hardcopy of the Five Year Budget Projections (as a SCBD) were presented. SCBD provides for \$4700 dues collected each year. Non-discretionary and discretionary expenditures total \$3328 for each year.
 - c. Bylaws Committee –John McGuiness (unable to attend), Ivan provided board members hardcopies and highlights of the new draft. Discussion regarding the Vice President position and whether the articles of incorporation required a certain number of positions on the board. Board members are requested to review the Bylaws and provide comments to the committee by Monday, 22 April. Bylaws will be mailed to all homeowners prior to the May meetings.
 - d. Social and Fundraising Committee – vacant.
6. The President, Donna Sengelaub took the floor highlighting that the Timbers as it stands is operating in a deficit and our existence needs to be legitimized. Several areas that need immediate attention:
- a. The Treasurer, Jacqueline Rhynard is stepping down and we need to find a new or interim treasurer.
 - b. The board approved the expenditures presented at the 12 March executive board meeting: printing and park cleanup (chipper, brush cutter and food).
 - c. A newsletter will be mailed to all homeowners with the by-laws and announcing the May community meetings. Details regarding the May meetings are contained on colorful board near the entrance to the Timbers. Homeowners only need to attend one meeting.
 - d. The agenda for the community meetings and the ballot will be drafted.
 - e. The next board meeting is scheduled for Monday, 29 April at 7:15 at Starbucks. Committee chairs are required to be present to prepare for the May community meetings.