

Timbers Civic Association, Inc.

Executive Board Meeting

18 August 2014

Call to order: 7:00 p.m. at Starbucks

Roll call of officers: President, Donna Sengelaub; Treasurer, Shirley Barnett; and Secretary, Sue Tant.

1. Old Business:

- Next community meeting scheduled for Wednesday, 17 September 7-8:30 p.m. at Broadneck Library.
- Agenda for annual meeting: vote on budget; election of new Executive Board, and amendment to Bylaws to include homeowner contiguous to the recreation area (Millers) to become an eligible member of the Timbers Civic Association. Also, mention that further Bylaw amendments are in the works to clean up language/minor tweaks.
- Donna to send out an email tonight to the members in good standing who are eligible to vote and eligible to run for a position on the Executive Board.
- Thank you to Shirley Barnett for serving as Treasurer and welcome Beth Penn as the new Treasurer.
- Donna, Sue and Beth willing to formally run for President, Secretary and Treasurer – tenure 1 Oct 2014-30 Sep 2015.
- Amendment to the Articles of Incorporation to remove the first and second VP positions still pending.
- Newsletter input needed from committee members and officers.
- Committee chairmen page for each committee.
- Quote for Officers' insurance still pending.
- Budget and 5 year plan.
- Becoming a SCBD or opening up "associate memberships" to Rubert Manor/Morgan's Purchase/Dogwood Terrace?
- Nonprofit 501 (c) (3) status (so we can apply for grants and donations from businesses)?
- We are doing well, but it takes effort to keep this going - particularly the membership tally. Frankly we don't have the economy of scale, and President thinks we are at the point where we are coming full circle—many have served as Pres., Sec., and Treas., even though their tenure was several years ago.

2. Treasurer Report: Shirley reports that she received \$3600 in dues and \$575 in donations. Previous balance was \$5839 and new balance is \$9957.28 (\$1500 must

remain in reserves). Shirley steps down and passes books on to Beth Penn. Ivan Caplan reports that audit is complete and will send the spreadsheet to Beth.

3. Secretary Report: as of 18 August, 36 homeowners have paid their dues. Will send email address updates and list of members in good standing to the Executive Board.
4. Bylaws Committee. (John McGinnis not present.) Proposed amendment changes:
 - Committee chairmen voluntarily serve one year from 1 March – 1 March and are voted in by their respective committees;
 - Inclusion of 1171 Rubert Circle (Millers) into (voting) membership;
 - Inclusion of Master Plan into Bylaws;
 - Receipt for payment of dues not required. Not tax deductible and cleared checks can serve as receipt;
 - Election of Board Members codified and more specific for nominations;
 - Annual inspection of the recreation area by Recreation Maintenance Development Committee; and
 - No motorized recreational vehicles allowed at Recreation Area.
5. Budget and Finance Committee. Ivan Caplan presents Five Year Plan. Lawnmowing is only \$800 as volunteers have assumed this responsibility.
6. Social and Fundraising Committee – Casey Pollock, not present.
7. Recreation, Maintenance and Development Committee – Hank Sengelaub. Meeting on Wednesday at 7:00 p.m. at the recreation area. Mile-a-minute is almost all gone and wood chips need to be spread.
8. President's closing comments:
 - Succession plan to make it easier for the next generation of Board members;
 - Our goal must be to ensure that we remain a corporation in good standing and follow Maryland Corporate Law. To do so requires that we at the very least:
 - o Have a bonified and complete elected Executive Board according to our Bylaws (President, Secretary and Treasurer)
 - o File Tax "Form 1" by 15 April each year;
 - o Maintain and post minutes of the quarterly Executive Board meetings;
 - o Conduct at least one annual meeting of members; and
 - o Meet our financial obligations.
 - Very grateful to Beth Benn who has graciously stepped up to take Shirley Barnett's place as Treasurer when no one else would.

- Also very grateful to Shirley for the outstanding job she has done. The Timbers Civic Association owes Shirley a huge debt of gratitude. She stepped up at a critical point in our restructuring when she was needed most.
- Both of these ladies could have easily said no. In which case we would not be able to fill a full Executive Board as required by MD Corporate Statute. This would be one reason for us to not be a corporation in good standing.
- Challenge: need at least seven active participants to ensure the Timbers functions: three Executive Board members and four Committee Chairmen.
- President's submission for amendments to the Bylaws: month-by-month schedule of actions required by Executive Board members and committees: audit, collection of dues, nomination of officers, and required meetings.
- Applied for an appeal and obtained a stormwater tax refund for last year in the amount of \$19 for the Timbers.
- Next Executive Board meeting scheduled for 8 September at 7:00 p.m. at Starbucks.

Meeting adjourned