

Timbergrove Manor Civic Club (TMCC)
Board Meeting Minutes
March 27, 2018

Meeting Minutes

Meeting Called to Order 7:05 PM

Quorum Met at 7:35 PM

Location: Rainbow Lodge

Officer's Reports

Secretary's Report - The Minutes for January 30th and February 27th Meeting were distributed and corrections were noted. A motion was made by Chrystal Neustadt to approve the January minutes which was seconded by Jennifer Vickers. By a show of hands, the motion was approved. Jennifer Vickers made a motion to approve the amended February Board Meeting Minutes which was seconded by Chrystal Neustadt. By a show of hands, the motion was approved.

Treasurer's Report – The last Available Financial Statements are dated January 31, 2018.

Treasurer Vacancy – A candidate has stepped forward to volunteer to be the TMCC Treasurer. Leslie made the motion to nominate Jennifer Warren as the 2018 TMCC Treasurer, with Crystal Neustadt seconding the motion. By a show of hands Jennifer was approved by a show of hands.

Bookkeeper – The Secretary received a proposal from a book keeper. A motion was made by Peter Davies to allocate \$1,500 to hire a book keeper who would assist the Treasurer if necessary to prepare the financial reports and to do data entry. Chrystal Neustadt seconded the motion and following discussion the motion was approved by a show of hands, provided the indemnification clause is removed from the letter of engagement.

Budget 2018 – The budget is pending and will require action when the financial statements are corrected.

Committee Reports

Activities – Easter Egg hunt was held on March 24th There was a suggestion that alternate prizes be included in lieu of candy for future Easter Egg Hunt. The current Activities Chairman is planning on retiring in nine (9) months. He planning on putting together a PowerPoint presentation to be able to pass on the information to

Beautification – Leslie reported that the sprinklers have had to be repaired due to freeze damage.

Deed Restriction Enforcement – Traci reported the following:

Section 6 – On Street Parking: The issue concerning on-street parking and blocking a drive still persists and it was suggested that the City of Houston be contacted concerning this issue.

Section 5 – New 6102 Queenswood Residence: There was a question of whether the new construction was violating the Deed Restrictions and whether the re-plat voided the existing deed restrictions.

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Committee Reports Continued

Design Review Committee – Dana reported the following:

- 6507 Cindy Lane, Section 7 – sent an approval letter February 26, 2018 to City Luxe Builders for a new 2-story residence.
- 6223 Hurst Street, Section 5 – sent an approval letter March 11, 2018 to Timothy and Caitlin Reynolds for a new 2-story residence

The following submissions are currently under review:

- 6102 Queenswood, Section 5 for a new 2-story residence
- 6142 Queenswood, Section 5, for a new 2-story spec residence by Harry James Builder
- 2222 Droxford Drive, Section 14, for a new master suite rear addition
- 6117 Queenswood, Section 5, for a new 2-story residence

A sidewalk variance is being asked for by Elbert Johnson of Renovo Homes for keeping the existing 3 ft wide sidewalk in front of the new residence at 6219 Hurst. I informed Mr. Johnson that the Board has decided not to grant sidewalk variances to that eventually all of the sidewalks will be the new required width of 5 feet. Mr. Johnson wants to petition the Board.

Environmental – Darlene reported that the COH's contractor will install odor monitoring equipment and re-installing the perimeter fence. Slip lining is taking place in Section 5 and it was noted that the COH PWE has not been very good at notifying neighbors of the construction activities. Number to call is 3-1-1.

Jaycee Park – The chemical toilets have been discontinued.

Membership – Chrystal reviewed her report which is attached.

Neighborhood Security – Jennifer reviewed her report. The committee is looking for a volunteer to organize a VIN etching event.

Programs – Traci is working on getting a speaker from the Proposed High-Speed Train for the May General Meeting. Other suggested programs would be a representative from the National Flood Insurance Program (NFIP) and Harris County Appraisal District (HCAD).

Survey Committee – No report.

Timbergram – Jennifer reviewed her report stating there was an April 15 deadline for the May edition.

Timbergreeter – No committee chair.

Website – No report.

Yard of the Month – No report.

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Old Business –

Tire Reimbursement for Citizen's Patrol - The request for reimbursement for alleged damage to tires by Citizen Patrol, whilst on patrol in Section 5, was reviewed and dismissed as the group is not a part of TMCC and membership clearly states and damage to vehicles is the responsibility of those on patrol. A motion was made by Peter Davies made motion that the request by Citizen Patrol member for reimbursement for tire damage whilst patrolling. Jennifer Vickers seconded the motion which was approved by a show of hands.

New Business –

Street Light Application – The Secretary has volunteered to submit a Street Light Application be submitted to the COH/CNP for Minimax Street since there is no lighting and dumping continues.

Next Board Meeting is scheduled for April 24th at Rainbow Lodge.

Meeting adjourned 9:27 PM






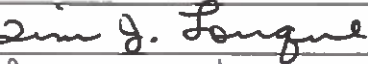

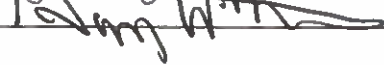
These approved Board Meeting Minutes were prepared by Peter Davies, TMCC Secretary, and placed on the website for review and comment.

Peter Davies, TMCC Secretary

P. Davies

Sign In Sheet

Location: Rainbow Lodge

Name	Position/Affiliation	Signature
William E. Morfey	President	
Leslie Hillendahl	Vice President	
Peter Davies	Secretary	
Vacant	Treasurer	
Carrie Brawley	Board Member	
Jamie Hay	Board Member	
Micah Heilbrun	Board Member	
Crystal Neustadt	Board Member	
Jennifer Vickers	Board Member	
Traci Riley	Deed Restriction Enforcement Committee	
TIM LOUQUE	ACTIVITIES COMMITTEE	
Jenn Warken	Treasurer candidate	
GARY NORDSTROM	GUEST	

**Timbergrove Manor Civic Club
Membership Committee Report as of 3/26/2018**

2018 Membership & Donation Information												
Income	Mail		Website		Meeting / Events		Other / Prepaid		Total			
	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt		
Dues	277	10,922.10	128	6,415.11	2	120.00	-	-	407	17,457.21		
Beautification	23	880.00	15	747.78	1	1.00	-	-	39	1,628.78		
Deed Restriction	11	440.00	4	150.00	1	1.00	-	-	16	591.00		
4th of July	-	-	1	30.00	-	-	-	-	1	30.00		
Easter Egg Hunt	-	-	-	-	-	-	-	-	-	-		
Snow Fest	-	-	-	-	-	-	-	-	-	-		
Security	163	31,527.78	85	16,769.98	1	250.00	-	-	249	48,547.76		
Taste of Timbergrove	-	-	-	-	-	-	-	-	-	-		
Timbergram Ads	3	420.00	14	1,715.00	-	-	-	-	17	2,135.00		
Jaycee Park	25	600.00	9	325.00	1	1.00	-	-	35	926.00		
Jaycee Porto Units	-	-	-	-	-	-	-	-	-	-		
W. 11th St. Park	40	1,240.00	11	495.00	2	41.00	-	-	53	1,776.00		
Other Donation	24	1,770.00	10	520.00	1	2.00	-	-	35	2,292.00		
Bank Fees	-	-	146	(837.40)	-	-	-	-	146	(837.40)		
2018 Total	68%	\$ 47,799.88	31%	\$ 26,330.47	0%	\$ 416.00	1%	\$ -	\$ 74,546.35			
2017 Percentages	68%		28%		3%		1%					
	<u>Amount</u>		<u># Homes</u>		<u>Avg. Pymt</u>		<u>2017 Avg.</u>		<u>2016 Avg.</u>		<u>2015 Avg.</u>	
2018 Dues Budget	\$ 27,000		900		\$ 30.00							
Paid Homes	\$ 17,457	65%	407	45%	\$ 42.89		\$ 44.12	\$ 41.11	\$ 37.91			
Remaining to Budget	\$ 9,543		493									
To Meet # Homes Budget	\$ 14,790		493		\$ 30.00							
To Meet \$ Budget	\$ 9,543		222		\$ 42.89							
Membership Statistics - Annual Comparisons												
	Dues		Beautification		Legal Fund		Security Fund		Event Sponsorship & Park Support		Other / Fee Reimbursement	
	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt
2018 Total	407	\$ 17,457	39	\$ 1,629	16	\$ 591	249	\$ 48,548	89	\$ 2,732	171	\$ 1,455
2017 Total	594	\$ 28,080	54	\$ 1,440	19	\$ 660	441	\$ 81,326	111	\$ 8,835	275	\$ 8,065
2016 Total	675	\$ 27,750	47	\$ 1,595	16	\$ 340	445	\$ 80,990	110	\$ 6,654	324	\$ 1,011
2015 Total	750	\$ 28,395	62	\$ 1,313	31	\$ 694	409	\$ 21,538	37	\$ 7,944	462	\$ 1,824
2014 Total	734	\$ 30,000	54	\$ 1,163	35	\$ 1,033	84	\$ 2,335	5	\$ 3,625	41	\$ 1,649

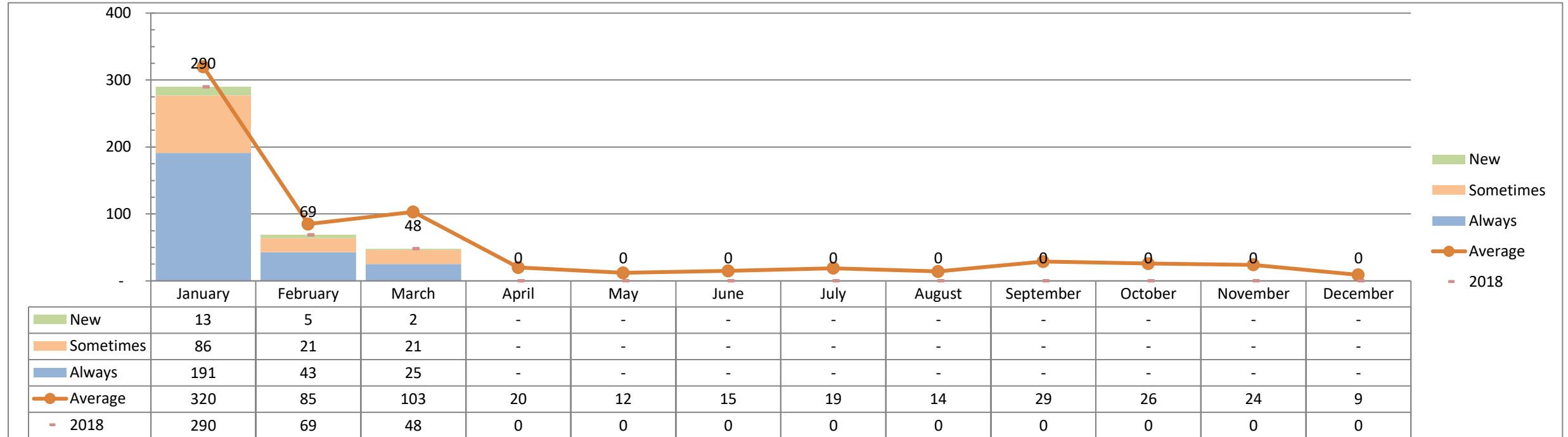
**Timbergrove Manor Civic Club
Membership Committee Report as of 3/26/2018**

Membership Statistics - Section Comparison										
Section	2018 Paid Homes		2017 Paid Homes		2016 Paid	2015 Paid	2014 Paid	Total Homes		
5	49	30%	79	48%	56%	68%	61%			
6	111	35%	155	49%	56%	58%	56%			
7	49	32%	73	47%	54%	61%	62%			
8	35	32%	58	52%	53%	58%	62%			
9	13	35%	21	57%	65%	62%	68%			
10	30	38%	39	49%	58%	66%	61%			
11	23	38%	29	48%	52%	69%	61%			
12	25	49%	28	55%	57%	69%	65%			
13	41	32%	58	45%	57%	56%	55%			
14	31	24%	54	42%	48%	55%	61%			
Total	<u>407</u>	<u>33%</u>	<u>594</u>	<u>48%</u>	<u>55%</u>	<u>61%</u>	<u>60%</u>	<u>1,230</u>		

Membership Statistics - Dues Comparison											
	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
Dues Paid	17,457	28,080	27,750	28,395	30,000	27,235	21,150	23,720	23,970	24,580	25,110
Houses Paid	407	594	675	750	734	745	588	670	685	714	750
% Paid	33%	48%	55%	61%	60%	61%	48%	54%	56%	58%	61%
TMCC Meeting Attendance											
January	18	58	44	45	30	24	-	-	-	-	-
March	25	31	21	87	40	36	-	-	-	-	-
May	-	27	38	35	47	21	-	-	-	-	-
September	-	-	32	28	56	35	-	-	-	-	-
November	-	-	48	55	53	20	-	-	-	-	-

Timbergrove Manor Civic Club Membership Committee Report as of 3/26/2018

Membership Statistics - Monthly Dues Payment Comparison



Security Payments by Section & Length of Residency

Security by Section	5	6	7	8	9	10	11	12	13	14	Total
Total Amount	\$ 5,767	\$ 15,837	\$ 5,960	\$ 3,036	\$ 1,453	\$ 2,622	\$ 2,823	\$ 2,718	\$ 4,873	\$ 3,388	\$ 48,478

Participating Households	5	6	7	8	9	10	11	12	13	14	Total
1 - 2 Years	2	3	4	1	1	2	2	1	2	1	19
3 - 5 Years	6	10	5	2	-	4	1	1	4	4	37
6 - 10 Years	8	13	7	2	-	2	1	3	2	2	40
11 - 20 Years	6	21	4	4	2	2	6	4	4	4	57
21 - 30 Years	6	10	3	5	2	1	1	1	6	3	38
31 + Years	5	17	5	3	3	4	2	5	8	5	57
Total	33	74	28	17	8	15	13	15	26	19	248
	20%	23%	18%	15%	22%	19%	21%	29%	20%	15%	20%

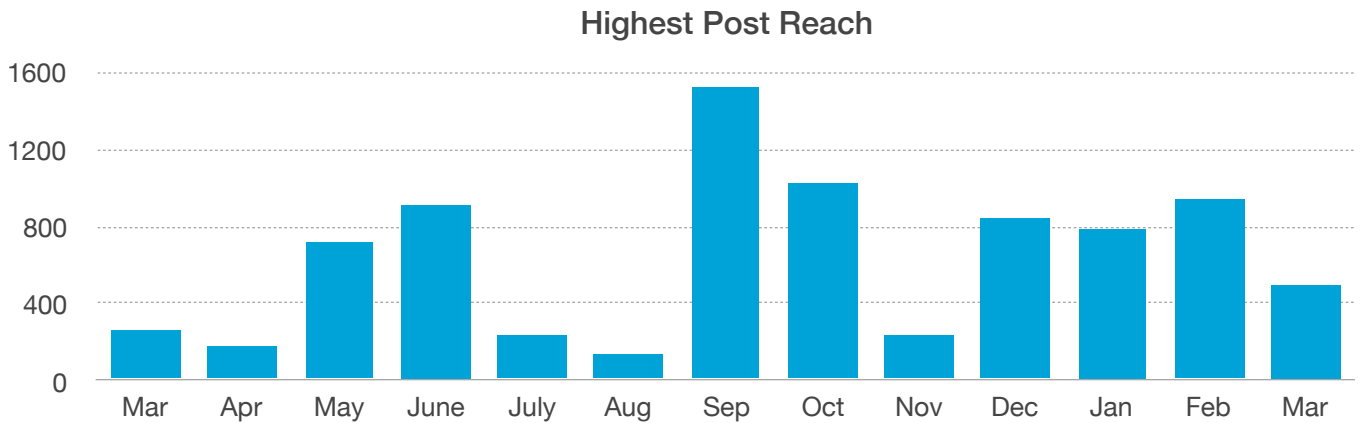
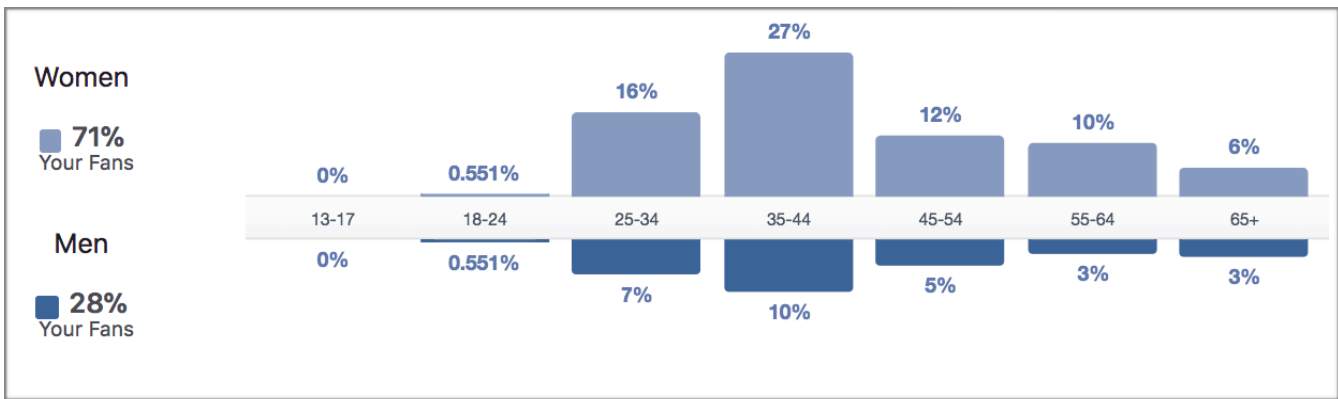
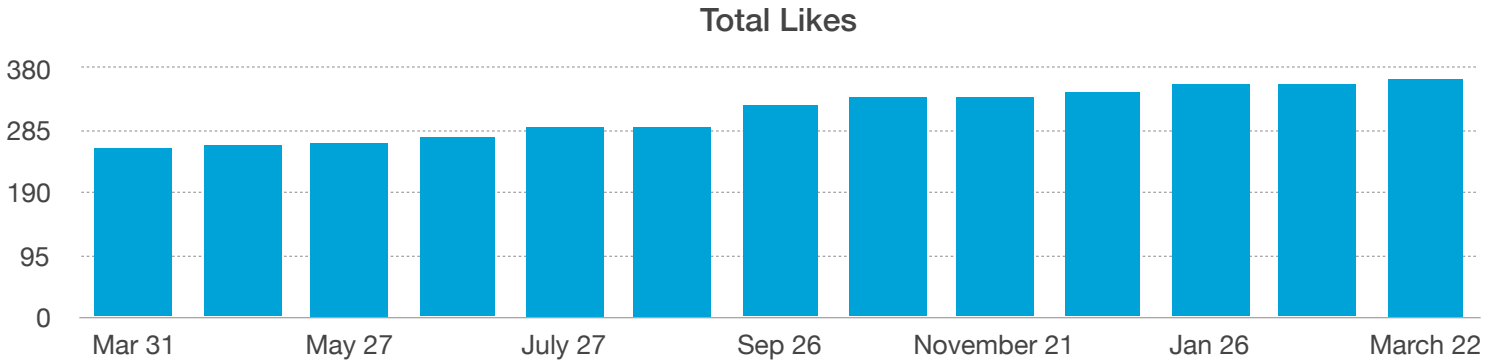
Average Payment	174.76	214.02	212.86	178.59	181.60	174.78	217.14	181.22	187.44	178.33	195.47
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of Households to Reach Goal of \$78,900 at Current Dotation Rate 156

**Timbergrove Manor Civic Club
Membership Committee Report as of 3/26/2018**

Sales by Section, Length in Residence by Section & % Membership Payment by Section											
Change in Residency	5	6	7	8	9	10	11	12	13	14	Total
1 - 2 Years	1	4	3	1	1	1	1	1	-	3	16
3 - 5 Years	-	-	-	-	-	-	-	(1)	-	-	(1)
6 - 10 Years	(1)	-	(2)	-	(1)	-	(1)	-	-	(3)	(8)
11 - 20 Years	-	(3)	(1)	(1)	-	-	-	-	-	-	(5)
21 - 30 Years	-	-	-	-	-	-	-	-	-	-	-
31 + Years	-	(2)	-	-	-	(1)	-	-	-	-	(3)
Total	-	(1)	-	-	-	-	-	-	-	-	(1)
2018 Length In Residence	5	6	7	8	9	10	11	12	13	14	Total
1 - 2 Years	18	24	17	10	4	8	6	5	14	12	118
3 - 5 Years	33	53	24	19	2	17	10	4	18	18	198
6 - 10 Years	40	65	30	20	4	12	8	6	23	26	234
11 - 20 Years	32	78	41	22	8	12	15	16	24	20	268
21 - 30 Years	21	33	16	12	7	6	7	4	18	14	138
31 + Years	21	61	27	28	12	24	15	16	31	38	273
Total	165	314	155	111	37	79	61	51	128	128	1,229
% Payment by Section	5	6	7	8	9	10	11	12	13	14	Total
1 - 2 Years	11%	13%	24%	10%	25%	25%	33%	20%	14%	8%	16%
3 - 5 Years	18%	19%	21%	11%	0%	24%	10%	25%	22%	22%	19%
6 - 10 Years	20%	20%	23%	10%	0%	17%	13%	50%	9%	8%	17%
11 - 20 Years	19%	27%	10%	18%	25%	17%	40%	25%	17%	20%	21%
21 - 30 Years	29%	30%	19%	42%	29%	17%	14%	25%	33%	21%	28%
31 + Years	24%	28%	19%	11%	25%	17%	13%	31%	26%	13%	21%
Total	20%	24%	18%	15%	22%	19%	21%	29%	20%	15%	20%

Facebook Page Update



March's highest reaching post was an announcement of the annual Easter Egg Hunt.

Annual Timbergram Editorial Calendar

Distribution	Ad Commitment	Ad Artwork	Article Copy
January	December 5	December 10	December 15
March	February 5	February 10	February 15
May	April 5	April 10	April 15
July	June 5	June 10	June 15
September	August 5	August 10	August 15
November	October 5	October 10	October 15

Monthly Content

January

Membership Solicitation
 Winter Festival in Review
 Holiday Decorating Contest Winners
 Taste of Timbergrove in Review

March

Easter Egg Hunt Announcement

May

Easter Egg Hunt In Review
 Ice Cream Social Save the Date

July

Independence Day Ice Cream Social
 Announcement

In Every Edition

Meeting and Speaker Announcement
 (not included in July editions as no meeting)
 West 11th Street Park Update
 Jaycee Park Update
 Director & Committee Contact Info
 Solid Waste Collection Schedule
 Traces of Timbergrove*
 Yard of the Month

September

Independence Day Ice Cream Social in
 Review
 Volunteer Dinner Announcement
 National Night Out Announcement
 Taste of Timbergrove Announcement

November

Winter Festival Announcement
 Holiday Decorating Contest Announcement
 General Elections Announcements and
 Candidate Info
 Volunteer Dinner in Review
 National Night Out in Review

Excellent Eats*
 Crime Report
 Naturally Good Recipes*
 Meeting Minutes Online reminder*
 Membership Form*
 Website Updates
 Design review Committee Updates
 Timberkids Greetings*

Past editions of the Timbergram and current media kit are available online at bit.ly/TMCCNews

*select editions as space allows and/or submissions are received