

Timbergrove Manor Civic Club (TMCC)
Board Meeting Minutes
June 25, 2019

Meeting Minutes

Meeting Called to Order 7:03 PM Quorum Met at 7:03 PM Location: Rainbow Lodge

Activities Committee Report (Out of Order)

Ryan McCearley and Anna Olegnik addressed the Board concerning preparations for the up-coming Fourth of July Social scheduled from 2:00 to 4:00 PM in Jaycee Park.

Up-Date of the 4th of July Ice Cream Social – Ryan McCearley

Miles Sasser nominated Ryan McCearley as the Chair of the Activities Committee. Bill Morfey seconded the motion and by a show of hands the motion was approved.

Officers Reports

Secretary's Report - Following review and corrections, Bill Morfey made a motion to approve the corrected report with Leslie Hillendahl seconding the motion which was approved by a show of hands.

Treasurer's Report – Jennifer Wilson reviewed the report and noted corrections. Bill Morfey made a motion to approve the corrected report with Leslie Hillendahl seconding the motion which was approved by a show of hands.

Committee Reports

Beautification – Leslie Hillendahl reported that the plantings have not taken due to the hot weather. Letters on the monument signs have been reported to have been detaching and she has been getting them put back.

Block Captains – Carolyn reported that they have replaced the block captain for the 6200-6400 Block of Grovewood and she does not have a volunteer for Shelterwood.

Deed Restriction Enforcement – A complaint was received concerning a house on Cindy Lane was being used as a boarding house. The Board had previously looked into the issue and determined that it does not appear to violate Section 7 deed restrictions, however the City of Houston may prohibit the house being used as a Boarding House.

Design Review Committee – Dana Whitney has reported there have not been as many submittals as previously experienced.

Environmental – West 11th Street Park has an upcoming meeting and Jennifer Vickers will update the Board at the next meeting.

Membership – Laura's report was reviewed (June 18th)

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Committee Reports Continued

Neighborhood Security – Matt Kern reported that the general consensus of the Committee, following review of the analysis of the metrics, that there was no statistical evidence that the private patrols had reduced crime in the area. They further recommend that the service be discontinued as of January 2020. It was recommended that the Committee make a motion at the next General Meeting to discontinue the service.

Programs – No speaker has been scheduled for the next General Meeting at this time, however it has been suggested that it might be an opportunity to hold a roundtable to discuss future security options. A pre-planning meeting will be August 27th.

Timbergram – Deadline is August 15th for the September edition. Volunteers are needed for distribution.

Timbergreeters – No report.

Website – Jennifer Vickers reported on the new website and the need to renew the domain name in July.

Yard of the Month – No new issues.

Old Business – None

New Business – None

Next Board Meeting – September

Meeting Adjourned At 9:30 PM.

These corrected FINAL Board Meeting Minutes were prepared by Peter Davies and placed on the TMCC website for review and comment.

Peter Davies, TMCC Secretary *P. Davies*

Timbergrove Manor Civic Club (TMCC) Board Meeting 6/25/2019

Sign In Sheet

Location: Rainbow Lodge

Name	Position/Affiliation	In Attendance
Miles Sasser	President	<i>Miles Sasser</i>
William E. Morfey	Past President	<i>William E. Morfey</i>
Leslie Hillendahl	Vice President	<i>Leslie Hillendahl</i>
Peter Davies	Secretary	<i>Peter Davies</i>
Jennifer Wilson	Treasurer	<i>Jennifer Wilson</i>
Micah Heilbrun	Board Member	
Cathi Lambert Hernandez	Board Member	
Traci Riley	Board Member	
Cynthia Schwendeman	Board Member	
Jennifer Vickers	Board Member	<i>Jennifer Vickers</i>
Alison Reynolds	Timbergram	
Carolyn Bryant	Block Captain Coord	<i>Carolyn Bryant</i>
Laura Bradham	Membership	
<i>Matt Kern</i>	<i>Security Committee</i>	<i>Matt Kern</i>
<i>Ryan McCarley</i>	<i>NONE</i>	<i>Ryan McCarley</i>
<i>Anna Olegnik</i>	<i>NONE</i>	<i>Anna Olegnik</i>

Timbergrove Manor Civic Club
Financial Reports
Profit & Loss for May 2019

Income

Club Dues		1,120.00
Donations		
Jaycee Park Donations		65.00
Online Processing Fee Donations		44.58
Other Donations		330.00
West 11th Street Park Donations		125.00
Total Donations		564.58
Neighborhood Security Income		
Private Security Subscribers		1,862.00
Security Fund Donations		330.00
Total Neighborhood Security Income		2,192.00
Interest Income		6.09
Timbergram Advertising Income		1,640.00
Total Income	\$	5,522.67
Gross Profit	\$	5,522.67
Expenses		
Beautification		-
Timbergram		713.00
Office/Postage		234.00
Neighborhood Security		5,040.00
Professional Services		720.00
Web Site		227.00
Online Payment Processing Fees		151.39
Total Web Site		378.39
Total Expenses	\$	7,085.39
Net Operating Income	\$	(1,562.72)
Net Income	\$	(1,562.72)

Timbergrove Manor Civic Club
Profit and Loss
January 1 - June 13, 2019

Income

Club Dues	21,346.21
Donations	
Jaycee Park Donations	2,010.00
Online Processing Fee Donations	498
Other Donations	7,787.00
West 11th Street Park Donations	2,080.00
Total Donations	12,375.00
Interest Income	142.19
Neighborhood Security Income	
Private Security Subscribers	53,861.00
Security Fund Donations	5,755.00
Total Neighborhood Security Income	\$59,616.00
Timbergram Advertising Income	4,100.00
Total Income	\$97,579.40

Gross Profit **\$97,579.40**

Expenses

Bank Charges	23.50
Beautification	7,092.65
Easter	428.54
Insurance	1,488.00
Neighborhood Events	400.00
Neighborhood Security	19,800.00
Office/Postage	1,092.44
Professional Services	1,133.90
Snow Fest	1709.01
Web Site	
Online Payment Processing Fees	\$978.19
Total Web Site	\$978.19
Total Expenses	34,146.23

Net Operating Income **\$63,433.17**

Timbergrove Manor Civic Club
Balance Sheet
As of June 13, 2019

ASSETS

Current Assets

Bank Accounts

Independent Bank Checking 5,239.31

Prosperity Bank Checking 70,969.10

Prosperity Bank CD-0918 25,000.00

Prosperity Bank CD-0917 100,000.00

Total Bank Accounts 201,208.41

Other Current Assets

Undeposited Funds 30.00

Total Other Current Assets 30.00

Total Current Assets 201,238.41

TOTAL ASSETS \$ 201,238.41

LIABILITIES AND EQUITY

Liabilities

Total Liabilities

Equity

Opening Balance Equity 62,608.80

Retained Earnings 87,487.73

Net Income 51,141.88

Total Equity \$ 201,238.41

Total Liabilities & Equity \$ 201,238.41

**Timbergrove Manor Civic Club
Profit and Loss
Security 2015-2019 YTD**

	YTD 2019	2018	2017	2016	2015
Income					
Security Income	\$ 59,616.00	\$ 62,740.57	\$ 82,441.00	\$ 81,240.00	\$ 19,870.00
Expense					
Security Expense	\$ 25,020.00	\$ 57,264.46	\$ 72,807.34	\$ 72,123.78	\$ 5,752.93
Annual Net Income	\$ 34,596.00	\$ 5,476.11	\$ 9,633.66	\$ 9,116.22	\$ 14,117.07
Security Surplus	\$ 72,939.06				

TMCC Check Register

Date	Check	Payee	Purpose	Account	Amount	
5/1/2019	1725	TMCC	Deposit to Prosperity		\$ 50,000.00	
4/16/2019	1724	Jennifer Wilson	Easter Event Reimbursement	Easter Egg Hunt	\$ 377.23	
4/2/2019	1723	TMCC	Opening Deposit for Prosperity		\$ 100,000.00	
4/2/2019	1722	TMCC	Opening Deposit for Prosperity		\$ 25,000.00	
4/2/2019	1721	TMCC	Opening Deposit for Prosperity		\$ 25,000.00	
3/27/2019	1720	Laura Bradham	Membership Committee Expense Reimbursement	Membership	\$ 288.00	\$563
3/27/2019	1719	Al's Lawn & Tree	February Maintenance	Postage	\$ 275.00	
3/27/2019	1718	SEAL Security	Inv#41522	Beautification	\$ 530.00	
3/27/2019	1717	Incredible Events	Inv#19252	Security	\$ 4,710.00	
3/27/2019	1716	Jennifer Wilson	Easter Event Reimbursement	Easter Egg Hunt	\$ 400.00	
3/27/2019	1715	Jennifer Wilson	QuickBooks Reimbursement	Easter Egg Hunt	\$ 51.31	
3/27/2019	1714	Prime Source Office	Inv# 02IN4092, 02IN4376	Bookkeeping	\$ 375.00	
3/24/2019	1713	Valerie McElhose	Inv#1003	Timbergram	\$ 1,508.00	
				Bookkeeping	\$ 270.00	
PROSPERITY BANK CHECKS						
VOID	1001	VOID	VOID	VOID	VOID	
4/19/2019	1002	Al's Lawn & Tree	March Maintenance	Beautification	\$ 2,680.00	
4/30/2019	1003	Jennifer Vickers	Website Fee Reimbursement	Website	\$ 227.00	
5/1/2019	1004	Valerie McElhose	Inv#1013	Bookkeeping	\$ 495.00	
5/3/2019	1005	Prime Office Solutions	Supplies	Supplies	\$ 713.00	
5/3/2019	1006	SEAL Security	Inv#42028	Security	\$ 5,040.00	
5/3/2019	1007	USPS	PO Box Renewal	Postage	\$ 204.00	
	1008	Valerie McElhose	Inv#1016	Bookkeeping	\$ 225.00	
	1009	Jeri Jensen	Dues Refund, resident owes TMNA	Dues	\$ 60.00	
6/10/2019	1010	Apex Sprinkler	Sprinkler Maint	Beautification	\$ 820.00	
6/10/2019	1011	Prime Office Solutions	TMCC Stickers	Supplies	\$ 706.50	
6/10/2019	1012	SEAL Security	Security Patrol	Security	\$ 5,220.00	
6/17/2019	1013	Al's Lawn & Tree	April/May Maint	Beautification	\$ 1,250.00	