

Timbergrove Manor Civic Club (TMCC)  
Board Meeting Minutes  
Aug 31, 2021

Meeting Minutes

Meeting Called to Order 6:35 PM

Quorum Met

Location: Via Zoom

**Officer's Reports**

Secretary's Reports –

The Minutes for May 25, 2021 Meeting were distributed and corrections were noted. A motion was made by Alison Reynolds to approve the minutes which was seconded by Matt Kern. By acclamation, the motion was approved.

The Minutes for June, 2021 Meeting were distributed and corrections were noted. A motion was made by Cynthia Schwendeman to approve the minutes which was seconded by Matt Kern. By acclamation, the motion was approved.

Treasurer's Report – The last Available Financial Statements were provided. A review of the various reports were reviewed by the Board. There was a question concerning the disposition of the Certificates of Deposit; and asked the Treasurer to confirm the institution and whether is savings or CD.

Peter Davies made a motion that the Secretary shall provide as statement in the Board and General Meeting minutes that "financial reports be made available upon request to members" and that existing financial reports will be occluded from the website for privacy and security purposes. The motion was seconded by Cynthia Schwendeman. By acclamation the motion was approved.

Peter Davies made the motion to approve the Treasurer's Report with corrections which was seconded by Cynthia Schwendeman. The motion was approved with no objections. It was further moved by Matt Kern that the Finance Committee provide a forecast of expenditures for 2021 and recommendations reallocation of funds which seconded by Peter Davies. Following discussion, the motion was approved.

**Committee Reports**

Activities – Ice Cream social was successful despite running out of ice cream. National Night Out is the next event. It has been suggested to hold a lunch event at Tony's. A typical attendance is sixty (60) members. Snow Fest will be December 11<sup>th</sup>.

Beautification – Suggestion of documenting the missing trees in the median and get a price for trees, including installation.

Block Captains – Report attached.

Deed Restriction Enforcement – Traci Riley reported that the "shell" house on Haverhill, where construction stopped, is in disrepair and she will contact the attorney to see if there are any actions the Civic Club can consider remedying the situation.

Design Review Committee – No report.

Environmental – Channel Cherbourg will be moving out of the neighborhood and a volunteer will need to be secured to take over her duties.

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**Committee Reports Continued**

Membership – No report.

Neighborhood Security – Report attached.

Programs – No report.

Timbergram – Discussion about delivery of the newsletter. Report Attached.

Timbergreeter – No report.

Website – No report.

Yard of the Month –

**Old Business**

Traffic Studies – Letters requesting traffic studies were drafted and presented to the Board for review and consideration. Board Members will continue to contact Grace Bible Church to address the complaints about cut through traffic on Shirkmere.

Variance Applications - It was also reported that there is no activity on the posted variance for the properties on Ella at Grovewood.

Sewer Odors – There continues to be complaints about raw sewage odors along the West 11<sup>th</sup> Street corridor.

Overmeyer – Other than comments from the Houston Fire Department, the proposed plan to have the street revert to two-way traffic is progressing.

**New Business**

EPA Site on Maxroy (Former Shelton Greer Vermiculite) – Traci Riley reported that the EPA has placed a lien on the property and a cleanup is planned. The question came up whether the property could be turned into a future green space or detention basin. It was suggested that the issue would be a good program subject in the future.

Nominating Committee – Traci Riley reported that the committee has been formed and a slate will be prepared by the November Meeting.

Next General Meeting is September 14<sup>th</sup> and Board Meeting is September 28<sup>th</sup>.

Meeting adjourned 8:25 PM following a motion by Peter Davies which was seconded by Alison Reynolds with no objections.

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

*Peter Davies*, TMCC Secretary

## **Board Meeting Reports 8-31-2021**

### **Treasurer's Report (Summary ) – Roxanne Hall**

- Annual Budget Status - Excel Year to July 31.
- Balance Sheet - Year to July 31 (PDF)
- Profit & Loss Statement – Year to July 31 (PDF)
- Check register detailing all payments made & invoices for the prior month
- Vendor Summary report - Year to July 31
- General Ledger - Year to July 31
- Sales summary Report- Year to July 31 - (Donations Report)

### **Block Captains Report – Laura Bradham**

Block Captain Chair, Laura Bradham, cancelled the July Block Captain Sections 5 & 6 Get Together Happy Hour due to growing concerns about the Delta variant of the Coronavirus. Two Block Captains emailed her thanking her for thinking about safety first.

She had a Block Captain Sections 7, 11, & 12 Get Together Happy Hour planned for mid-August. However, because Harris County raised the threat level of Coronavirus, she canceled this one also. Two Block Captains thanked her for cancelling.

The Block Captain for 6203-6326 Cindy Lane stepped down as she is moving to a larger home in the Heights. Two people stepped up to be block captains, so Laura went with the first to volunteer for the job.

There is still an opening for a Block Captain for the 6302-6435 block of Pineshade.

Laura is continuing to share contact information of those who have joined TMCC when that information is received from Tanya (online information) and Roxanne (Dues and Supporter Forms information). Several residents responded to the article in the Timbergram asking if they would like to be connected to their Block Captain, so Laura was able to connect about a dozen folks to their Block Captains.

Block Captains will be hosting National Night Out on Tuesday, October 5, 6:00-8:00 pm.

### **Neighborhood Security – Larry Scruggs**

During the months of July 1, thru August 30, 2021, there were five (5) Crimes reported:

1. July 17, 2021 - Time: 2:00 p.m., 1100 Bryce St., Theft from Motor Vehicle.
2. July 31, 2021 - Time: 2:00 p.m., 6400 Cindy Lane, Burglary, Breaking and Entering.
3. July 31, 2021 - Time: 5:00 p.m., 6200 Cindy Lane, Theft of motor vehicle parts or accessory.
4. August 13, 2021 - Time: 10:00 a.m., 6500 Kury Lane, Theft from motor

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### Auxiliary Reports

vehicle.

5. August 19, 2021 - Time: 5:00 a.m., 6400 Wister Lane, Theft from motor vehicle.

### **Timbergram – Alison Reynolds**

Stories from the September edition of The Timbergram newsletter have been posed to the TMCC website and posts related to each story scheduled for distribution on the TMCC Facebook page over the coming months. The electronic edition of the newsletter has been completed and is scheduled for email distribution September 1.

Alison Reynolds reported that the September 2021 issue of the Timbergram is currently at the printer with expected delivery by August 31. It will then be distributed to residents ahead of the September General Meeting.

The Timbergram Committee recently met to discuss future newsletter operations, including the continuation of the print edition, an electronic-only edition, and bulk-mail solutions for resident delivery. There is currently a need for an advertising manager volunteer on the Committee. Alison Reynolds is researching mailing house solutions for resident delivery, and is exploring an all-digital edition that would not include advertising. The Committee will present its suggestions for 2022 at the November Board Meeting.