

TMCC Board Meeting
November 17, 2020
6:30 PM

Meeting Minutes

Meeting called to order at 6:35 PM with quorum met. Meeting was conducted by Zoom.

October 27, 2020 Board Meeting Minutes – Following review of the Minutes a motion was made by Jennifer Wilson to approve the minutes which was seconded by Alison Reynolds, which was approved by a voice vote with no objections.

November's Treasurer's Report – Jennifer Wilson reviewed the attached November 17th Treasurer's report which is attached. A motion was made by Cynthia Schwendeman to approve the report which was seconded by Alison Reynolds and approved by a voice vote with no objections.

Committee Reports

Activities – There will be no Snow Fest this year, but local pop up events may be organized by residents. Judging the Holiday lights will be done as scheduled.

Beautification – No report. There was a brief discussion about ideas for the esplanades including decorations in addition to the holiday garlands, including Fourth of July, Halloween, and Veteran's Day

Block Captains – See the attached report by Laura Bradham.

Deed Restrictions – No report.

Design Review – Traci Riley reported that the issue on Haverhill, where TMCC has taken legal proceedings to enforce the deed restrictions, with a restraining order being issued over non-compliance with the building plan review and acceptance. Report.

Environmental – No report.

Future Programs – No report. Suggestions were an introduction of State Representative Anne Johnson and Director of City of Houston's Traffic Operations to address safety concerns about the Sinclair School Zones.

Membership – See the attached report by Laura Bradham.

Neighborhood Security – No report.

Timbergram – Alison Reynolds requested articles for the December 2020 edition.

Timbergreeters – No report.

Website – No report.

Yard of the Month – Report.

TMCC Board Meeting
November 17, 2020
6:30 PM

Old Business – None

New Business – No new business. Following a motion by Cynthia Schwendeman which was seconded by Peter Davies and approval by a show of hands, the Next Board Meeting is scheduled for December 15th @ 6:30 PM.

The meeting was adjourned at 7:45 PM following a motion by Peter Davies being seconded by Cynthia Schwendeman and no objections.

These TMCC Board Meeting Minutes were prepared by:

Peter Davies, TMCC Secretary

Peter Davies

Sign In Sheet 11.17.2020

2020 TMCC Officers and Board of Directors		
Position	Name	In Attendance
President	Miles Sasser	X
Past Vice President	Bill Morfey	
Vice President	Alison Reynolds	X
Secretary	Peter Davies	X
Treasurer	Jennifer Wilson	X
Director	Ryan Derong	
Director	Micah Heilbrun	
Director	Jennifer Vickers	X
Director*	Cathi Lambert Hernandez	
Director*	Cynthia Schwendeman	X
Committee Chairs		
Committee	Name	Signature or Report
Activities	Ryan McCearley	
Beautification		
Block Captains		
Deed Restriction Enforcement	Traci Riley	X
Design Review	Dana Whitney	
Environmental		
Future Programs		
Membership	Laura Bradham	
Neighborhood Security	Matt Kern	
Timber Greeters		
Web Site		
Others/Guests		
Name	Address	Subject

Timbergrove Manor Civic Club

BALANCE SHEET

As of November 17, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Independent Bank Checking	0.00
Prosperity Bank CD -0917	102,402.14
Prosperity Bank CD -0918	25,326.86
Prosperity Bank Checking	42,683.64
Total Bank Accounts	\$170,412.64
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$170,412.64
TOTAL ASSETS	\$170,412.64
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	62,608.80
Retained Earnings	97,314.12
Net Income	10,489.72
Total Equity	\$170,412.64
TOTAL LIABILITIES AND EQUITY	\$170,412.64

Timbergrove Manor Civic Club

PROFIT AND LOSS COMPARISON

January 1 - November 17, 2020

	TOTAL	
	JAN 1 - NOV 17, 2020	JAN 1 - NOV 17, 2019 (PY)
Income		
Club Dues	23,485.00	23,566.21
Donations		205.68
Jaycee Park Donations	2,352.50	2,030.00
Online Processing Fee Donations	291.00	541.49
Other Donations	4,885.00	8,057.00
West 11th Street Park Donations	3,437.50	2,180.00
Total Donations	10,966.00	13,014.17
Interest Income	1,602.87	1,319.38
Neighborhood Security Income		
Private Security Subscribers		55,392.00
Security Fund Donations	8,015.00	6,585.00
Total Neighborhood Security Income	8,015.00	61,977.00
Timbergram Advertising Income	4,910.00	6,150.00
Total Income	\$48,978.87	\$106,026.76
GROSS PROFIT	\$48,978.87	\$106,026.76
Expenses		
Bank Charges	5.60	23.50
Beautification	11,143.80	10,481.61
Charitable Contributions		
Donations to Jaycee Park	2,500.00	
Donations to Sinclair PTO	2,050.00	
Total Charitable Contributions	4,550.00	
Dues	780.00	
Easter Egg Hunt		828.54
Fourth of July		616.48
General Meetings	298.35	105.00
Insurance		1,488.00
Membership	1,218.83	1,221.23
Misc./ Other	27.65	
Neighborhood Security	7,710.00	55,110.00
Office/Postage	226.00	983.31
Professional Services		2,663.90
Bookkeeping	3,196.46	
Tax Accounting Services	3,000.00	
Total Professional Services	6,196.46	2,663.90
Snow Fest	1,282.35	1,709.01
Storage Unit	600.00	565.00
Timbergram	3,281.50	4,250.50
Timbergreeters	201.98	
Volunteer Dinner		161.90
Web Site	233.82	466.76
Online Payment Processing Fees	732.81	1,266.68
Total Web Site	966.63	1,733.44
Total Expenses	\$38,489.15	\$81,941.42
NET OPERATING INCOME	\$10,489.72	\$24,085.34
NET INCOME	\$10,489.72	\$24,085.34

TMCC Check Register

PROSPERITY BANK CHECKS

12/6/2019	1041	Ice Express	Inv#120719	SnowFest	\$ 3,640.00
12/6/2019	1042	Leslie Hillendahl	Expense Reprt	Beautification	\$ 2,750.00
12/16/2019	1043	Jennifer Vickers	Expense Reprt	Security	\$ 10.85
12/16/2019	1044	Cynthia Schwendeman	Expense Reprt	SnowFest	\$ 159.27
12/16/2019	1045	Apex Sprinkler	12-3 and 12-9 repairs	Beautification	\$ 598.50
12/27/2019	1046	Leslie Hillendahl	Expense Reprt	Beautification	\$ 250.00
12/27/2019	1047	Jennifer Vickers	Expense Reprt	Security \$152.65, Membership \$149.13	\$ 301.78
12/27/2019	1048	Prime Office Solutions	02IN5397	Timbergram	\$ 706.50
12/27/2019	1049	SEAL Security	INV#45010	Security	\$ 5,310.00
12/27/2019	1050	Sinclair PTO	2019 Donation	Donation	\$ 2,050.00
12/27/2019	1051	Jaycee Park	2019 Donation	Donation	\$ 2,500.00
12/27/2019	1052	11th Street Park	2019 Donation	Donation	\$ 2,500.00
12/30/2019	1053	Valerie McElhose	Bookkeeping	Bookkeeping	\$ 240.00
12/30/2019	1054	SEAL Security	INV#45488	Security	\$ 4,140.00
12/30/2019	1055	Prime Office Solutions	02IN5516	Timbergram	\$ 540.50
1/10/2020	1056	Oscar Ramirez	Inv#823379	Beautification	\$ 250.00
1/16/2020	1057	Ryan McCleary	Expense Reprt	SnowFest	\$ 1,282.33
1/16/2020	1058	Jennifer Wilson	Expense Reprt	General Meeting	\$ 40.00
1/31/2020	1059	Tracy Riley	Expense Reprt	General Meeting	\$ 273.04
1/31/2020	1060	Oscar Ramirez	January Landscaping	Beautification	\$ 250.00
2/14/2020	1061	Laura Bradham	Expense Reprt	Membership	\$ 413.58
2/14/2020	1062	SEAL Security	Inv#45885	Security	\$ 3,570.00
2/14/2020	1063	Providence Society	Inv#6	Bookkeeping	\$ 868.75
2/25/2020	1064	Oscar Ramirez	February Landscaping	Beautification	\$ 250.00
3/9/2020	1065	Laura Bradham	Expense Reprt	Membership	\$ 471.99
3/9/2020	1066	Jennifer Wilson	Expense Reprt	Bookkeeping	\$ 399.75
3/9/2020	1067	Prime Office Solutions	02IN5873	Timbergram	\$ 619.00
3/12/2020	1068	Jennifer Wilson	Expense Reprt	Bookkeeping	\$ 56.71
3/12/2020	1069	Providence Society	Inv#9	Bookkeeping	\$ 350.00
VOID	1070	Sinclair Janitorial	Janitorial	General Meeting	\$ 40.00
3/18/2020	1071	Oscar Ramirez	February Landscaping	Beautification	\$ 450.00
3/23/2020	1072	US Treasury	Tax Filing Fee		\$ 600.00
4/7/2020	1073	Oscar Ramirez	Weekly Landscaping	Beautification	\$ 250.00
4/16/2020	1074	Providence Society	Inv#20	Bookkeeping	\$ 400.00
4/16/2020	1075	Jambrina CPA	2016, 2017, 2018 Tax Returns		\$ 3,000.00
4/16/2020	1076	Traci Riley	Expense Reprt	General Meeting	\$ 118.07
4/16/2020	1077	Oscar Ramirez	April Landscaping	Beautification	\$ 250.00
5/6/2020	1078	US Postal Service	PO Box Renewal	Postage	\$ 226.00
5/6/2020	1079	Providence Society	Inv#24	Bookkeeping	\$ 262.50
5/6/2020	1080	Oscar Ramirez	April/May Landscaping	Beautification	\$ 450.00
5/6/2020	1081	Laura Bradham	Expense Reprt	Membership	\$ 278.26
5/25/2020	1082	Apex Sprinkler	May Maintenance	Beautification	\$ 963.80
5/25/2020	1083	Oscar Ramirez	5-10-20 Service	Beautification	\$ 250.00
5/25/2020	1084	Laura Bradham	Expense Reprt	Membership	\$ 55.00
5/25/2020	1085	Todd Eitlemann	TMNA Resident Error	Dues	\$ 60.00
5/25/2020	1086	Michele Supple	TMNA Resident Error	Dues	\$ 60.00
5/25/2020	1087	Muffy King	TMNA Resident Error	Dues	\$ 30.00
5/26/2020	1088	Jennifer Vickers	Expense Reprt	Website	\$ 233.82
6/3/2020	1089	Oscar Ramirez	5/23 and 6/10 cut	Beautification	\$ 500.00
6/26/2020	1090	Oscar Ramirez	6/23 Cut	Beautification	\$ 250.00
VOID	1091	Prime Office Solutions	02IN5674	VOID - Getting credit from Jan TMNA payme	\$ -
6/26/2020	1092	Prime Office Solutions	02IN6062	Timbergram	\$ 706.50
6/26/2020	1093	Richard Saad	TMNA Resident Error	Dues	\$ 30.00
7/10/2020	1094	Laura Bradham	Expense Reprt	Timbergreeters	\$ 176.00
7/10/2020	1095	Lorie Hood	Expense Reprt	Timbergreeters	\$ 25.98
7/10/2020	1096	Traci Riley	Expense Reprt	General Meeting	\$ 140.28
7/10/2020	1097	Apex Sprinkler	7/8/20 Repairs	Beautification	\$ 330.00
7/10/2020	1098	Oscar Ramirez	7/8/20 service, landscapin	Beautification	\$ 2,750.00
7/10/2020	1099	West 18th Storage	Unit 0303 Annual	Storage Unit	\$ 600.00
7/10/2020	1100	Providence Society	Inv#31 and Inv#42	Bookkeeping	\$ 312.50
8/11/2020	1101	IRS	2019 Tax Return	2019 Taxes Filing Fee	\$ 20.00
8/11/2020	1102	Oscar Ramirez	07/22 and 08/09	Beautification	\$ 450.00
8/11/2020	1103	Providence Society	Inv#43	Bookkeeping	\$ 243.75
9/15/2020	1104	Providence Society	Inv#52	Bookkeeping	\$ 62.50
9/15/2020	1105	Oscar Ramirez	131060, 131062, 131067	Beautification	\$ 3,500.00
9/15/2020	1106	Prime Office Solutions	02IN6222	Timbergram	\$ 709.00
10/16/2020	1107	Weycer, Kaplan, Pulaski, and Zuber	Retainer	Legal	\$ 7,500.00

Committee Reports

Block Captain Report By Laura Bradham

Still looking for a BC for 6500 block of Cindy.

I've found a Block Captain for the 6200-6300 block of Wynnwood and I'm working to get her oriented.

Membership Report By Laura Bradham

As of October 14, 2020, we have 513 members, 41% of the neighborhood. Folks continue to join even as the year nears the end.

On November 2, I hosted my first Zoom meeting introducing Tanya to some of the members of the Membership Committee. They had some great ideas of ways to bring awareness to our Membership Drive next January despite our current conditions of social distancing. I'm very excited to see Tanya and the Membership Committee take off next year!

In collecting Dues Paid Data this month, I came upon a "new" address that was not previously on my list of addresses. It is 6110 Abington Way. Abington Way has been undergoing some changes as lots have been split and 2 houses have been built where there was previously one house.

I have adjusted my Neighborhood Address List accordingly, and the numbers of total homes went up by one to 1,239 total homes in the neighborhood. This is likely to occur again on Abington, on Hurst, and on Queenswood as this is happening on many blocks in Section 5.

I have had my first "double" join by 2 different owners this year. 6235 Lindyann was sold 07/14/2020. The previous owners were members of TMCC and the new owners have also joined. So, although it's the same address, it's a new member.

The transition from me to Tanya is going smoothly. She will collect data next time the accountant checks in and use it as a practice run. I'll keep this year's list going, and send her a shiny new list in January that she can take over. I think I've passed on everything she will need electronically that I have and will give her hard copies of things in early January.