

Timberlake Estates Property Owners Association

TEPOA • P.O. Box 452 • Cypress, TX, 77410-0452

QUARTERLY MEETING JANUARY 12, 2009 CYPRESS CREEK VOLUNTEER FIRE DEPARTMENT – STATION 22 – CYPRESS TEXAS

Agenda Item	Discussion Leader																
Call to order	Chairman																
Confirm quorum <ul style="list-style-type: none"> • Must be current on maintenance fees to vote and participate • Please conduct yourself in an orderly fashion or you will be asked to leave the meeting 	Chairman																
Announce purpose of meeting	Chairman																
Reading and approval of minutes not heretofore read <ul style="list-style-type: none"> • 7/14/08 Minutes 	Secretary																
Installation of new board members	Chairman																
Committee Reports <ul style="list-style-type: none"> • Lights at the Lake – Chic & Paula Hughes • Audit Committee – Discuss with Treasurer’s report • Budget Committee – Discuss with Treasurer’s report 	Board and Committee Chair(s)																
Unfinished business <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Exiting Chairman</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • Synopsis of past years’ accomplishments • Farewell - but not farewell </td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Secretary</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • Online Calendar Review • Next Quarterly meeting 4/13/09 • Spring Fling 4/19/09 2:00 – 5:00 pm </td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Legal</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • Request For Deed Restriction Committee Volunteers • HIR (Home Improvement Request) Reminder </td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Treasurer</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • Audit Report – Audit Committee with Mike • Budget Report – Budget Committee with Wayne • Treasurer’s Report <ul style="list-style-type: none"> • Balance Sheet • Investment Income • Taxes • Collections Status • Actual vs. Budget Review </td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Security</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • New Years Eve patrol report • Status of updating Incident Reporting • Reminder to call Sheriff’s Dept for suspicious activity </td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Communications</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • 2008 Directory distributed • 4th Quarter Timbergram distributed • Next Timbergram articles and advertising due 3/18/09 • Call for email addresses </td> </tr> <tr> <td style="border-bottom: 1px solid black; padding: 2px;">Lake</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • Lake Report • Call for Lake Improvement Committee Volunteers • Call for trash can adoptions </td> </tr> <tr> <td style="padding: 2px;">Chairman</td> <td style="padding: 2px;"> <ul style="list-style-type: none"> • Call for committees </td> </tr> </table>	Exiting Chairman	<ul style="list-style-type: none"> • Synopsis of past years’ accomplishments • Farewell - but not farewell 	Secretary	<ul style="list-style-type: none"> • Online Calendar Review • Next Quarterly meeting 4/13/09 • Spring Fling 4/19/09 2:00 – 5:00 pm 	Legal	<ul style="list-style-type: none"> • Request For Deed Restriction Committee Volunteers • HIR (Home Improvement Request) Reminder 	Treasurer	<ul style="list-style-type: none"> • Audit Report – Audit Committee with Mike • Budget Report – Budget Committee with Wayne • Treasurer’s Report <ul style="list-style-type: none"> • Balance Sheet • Investment Income • Taxes • Collections Status • Actual vs. Budget Review 	Security	<ul style="list-style-type: none"> • New Years Eve patrol report • Status of updating Incident Reporting • Reminder to call Sheriff’s Dept for suspicious activity 	Communications	<ul style="list-style-type: none"> • 2008 Directory distributed • 4th Quarter Timbergram distributed • Next Timbergram articles and advertising due 3/18/09 • Call for email addresses 	Lake	<ul style="list-style-type: none"> • Lake Report • Call for Lake Improvement Committee Volunteers • Call for trash can adoptions 	Chairman	<ul style="list-style-type: none"> • Call for committees 	Chairman
Exiting Chairman	<ul style="list-style-type: none"> • Synopsis of past years’ accomplishments • Farewell - but not farewell 																
Secretary	<ul style="list-style-type: none"> • Online Calendar Review • Next Quarterly meeting 4/13/09 • Spring Fling 4/19/09 2:00 – 5:00 pm 																
Legal	<ul style="list-style-type: none"> • Request For Deed Restriction Committee Volunteers • HIR (Home Improvement Request) Reminder 																
Treasurer	<ul style="list-style-type: none"> • Audit Report – Audit Committee with Mike • Budget Report – Budget Committee with Wayne • Treasurer’s Report <ul style="list-style-type: none"> • Balance Sheet • Investment Income • Taxes • Collections Status • Actual vs. Budget Review 																
Security	<ul style="list-style-type: none"> • New Years Eve patrol report • Status of updating Incident Reporting • Reminder to call Sheriff’s Dept for suspicious activity 																
Communications	<ul style="list-style-type: none"> • 2008 Directory distributed • 4th Quarter Timbergram distributed • Next Timbergram articles and advertising due 3/18/09 • Call for email addresses 																
Lake	<ul style="list-style-type: none"> • Lake Report • Call for Lake Improvement Committee Volunteers • Call for trash can adoptions 																
Chairman	<ul style="list-style-type: none"> • Call for committees 																
New business, motions and resolutions	Chairman																
Special programs – none	Chairman																
Close – motion to adjourn	Chairman																

TEPOA Article of Incorporation, 11/12/85, Article Four

The specific and primary purpose for which the Corporation is organized is to own, operate and maintain recreational property exclusively for the use and benefit of its members, and to enforce, defend and maintain those deed restrictions in effect and filed of record in the Real Property Records of Harris County, Texas for the Timberlake Estates, Section One, a subdivision of Harris County, Texas as such deed restrictions may be in force at this time or as amended from time to time.

Timberlake Estates Property Owners Association

TEPOA • P.O. Box 452 • Cypress, TX, 77410-0452

Meeting Summary

The meeting was called to order at 7:10 p.m. by chairman Wayne Francisco. A quorum was established. Joanne Carter read the minutes of the July 14th meeting. A correction was noted by Wayne Francisco. Motion made by George Franklin to accept as corrected and seconded by Bill Watts. Motion carried.

The board members introduced themselves and new board members were installed as follows:

Joanne Carter	Secretary
Cindy Lundberg	Vice Chair/Legal
Ernesto Robles	Security
Jane Plumlee	Lake

Paula Hughes gave a report on the Lights at the Lake on Sunday, December 7, 2008. She stated that this was one of the better turnouts and that we had one of the best Santas in town thanks to resident Jerry Conner. She also announced that vandals had thrown most of the lights into the lake but that they were salvaged. She also asked for bids to expand the electrical capabilities at the lake so that more lights would be put up for the Christmas holidays.

Brett Basford passed out a listing of 2008 TEPOA ACCOMPLISHMENT HIGHLIGHTS and briefly talked about each one.

Joanne Carter stated that the online calendar review had not been updated yet. She reminded everyone that the next quarterly meeting would be on April 13, 2009 and that our Spring Fling would be on Sunday April 19, 2009.

Cindy Lundberg asked for volunteers for a Deed Restriction Committee and also reminded all that a HIR should be submitted for any outdoor remodeling project.

Mike Ruiz passed out copies of TEPOA DUBGET ANALYSIS and the TEPOA BANK BALANCE SHEET FOR 2008. The Audit Committee members – Bill Watts – Jean Bahr – Michelle Murray and Mike Ruiz (to answer questions only) gave their report on the audit. Bill Watts confirmed that all checks and expenses had been verified and that the audit showed no discrepancies. The Budget Committee members – Wayne Francisco – Ron Carter – Chic Hughes, gave their report on the proposed budget. There was some discussion that the figures being budgeted were larger than anticipated income. It was explained that this was for prior approval only – there was sufficient capital to cover in the event that sum was spent and that in all probability that amount of money would not be spent. Motion to accept after discussion made by Ellen Lafferty and seconded by Bill Watts.

Wayne Francisco reported that the New Year's Eve was quiet and there were no reported disturbances. He stated that he needed to obtain a copy of the Incident Report for July through December 2008. He also reminded all to call the Sheriff's Department for any suspicious activities. Please do not put yourself at risk – let the Sheriff handle it.

Ann Pavalock reported that copies of the 2008 TEPOA directory has been passed out to all residents and a copy mailed to those owning property and not living here. She reported that she is currently mailing 93 copies of the Timbergram. Any articles and/or advertising for the April 2009 Timbergram should be in her hands no later than 3/18/09. She also reminded all that you could receive your Timbergram by email earlier than a mailed copy of it would be in color. If you have email please submit to her.

Jane Plumlee passed out a copy of the LAKE REPORT that she had worked up. It listed maintenance needed, inspection results, report on the lake level and fish and a proposed Eagle Scout project. There was a discussion on the lake dyeing and a question on the lake property being for Timberlake residents only was brought up by Michael Polotko and what could be done to enforce this. The board stated that this

Timberlake Estates Property Owners Association

TEPOA • P.O. Box 452 • Cypress, TX, 77410-0452

matter would be checked out. Also, questions were asked about eating the fish caught in the lake. Jane stated that she would check on this and report her findings.

George Franklin asked about the electric rate that we were currently paying. Mike Ruiz stated that he would check into this but felt that we were paying a very competitive rate. Also a question asked about a traffic light at Tall Forest or Timberlake on Cypress North Houston. Brett Basford reported that he was told by the county that a left turn lane was currently being installed and that a light at either of these intersections would not be in sync with the light at Eldridge or Barwood. Also, because of impending road work, our entrance sign will not be replaced at this time because it would probably be demolished at time of road construction. Bill Watts also brought up a question of catch and release for fish caught at the lake.

There was no new business.

Motion to adjourn made by George Franklin and seconded by Bill Watts.

Meeting adjourned at 8:40 P.M.

Respectfully submitted
Joanne Carter, Secretary

Meeting Attendees

Count	Last Name	First Name
1	Franklin	George
2	Carter	Ronald
3	Thomas	Duane
4	Pavalock	James
5	Stewart	Ted
6	Harmon	Suggie
7	Stewart	Madge
8	Bahr	Imogene
9	Hughes	Chic
10	Hughes	Paula
11	Polotko	Michael
12	Lundberg	Brian
13	Lundberg	Cindy
14	Carter	Joanne
15	Pavalock	Ann
16	Vindett	Anthony
17	Lafferty	Paul
18	Lafferty	Ellen
19	Basford	Brett
20	Robles	Ernesto
21	Plumlee	Jane
22	Gunn	Jeff
23	Ruiz	Mike
24	Ruiz	Teresa
25	Watts	Bill
26	Francisco	Wayne