**Timberleaf Home Owner’s Association**

**Annual Meeting –November 8, 2012**

In attendance

* Board Officers - Luke Chastain, Sandra Hester-Steele, Kirk Farmer
* Homeowners-Joe & Susan Brannon, Andrew & Kristina Deckard, Ken & Sharon Gram, Josh Helton, Eric & Chris Schneider, Willie & Mary Ray

Review of 2012 Accomplishments – Luke

* Purchased new fountain for pond
* Repaired sidewalk at Ashby & GML
* Successful community yard sale event
* Purged & updated email distribution list
* Improved code enforcement process
* Increased collection of delinquent HOA dues
* New website ([www.timberleaf-hoa.net](http://www.timberleaf-hoa.net))

Treasurer’s Report - Sandra

* Current Account Balances: Main Checking = $13,056.11; Debit Card Checking = $7,754.86. *HOA Bylaws require a Reserve Fund of $25,000 be maintained.*
* Reviewed Profit & Loss 2011-2012 Comparison – explained variance for items such as IT (new laptop/printer), Water (undetected leak), Concrete (sidewalk repair), Lawn Care (maintenance of vacant homes)
* Reviewed 2013 Annual Budget – if dues collection continues to improve, the board will review possibility of lowering dues in 2014.

Above-Ground Pools - Sandra

* Issue was brought to the boards’ attention that a few homeowners’ with pools received “violation notices” from the Indianapolis Office of Code Enforcement.
* Upon contacting the city, the HOA board learned of a step not taken back in 2006 when the C & R’s were officially amended to allow above-ground pools in Timberleaf.
* The HOA board is now in the process of working with the city to correct this omission, by obtaining homeowner signatures on a Consent Form to change the “Statement of Commitments” created between Centex and the City of Indianapolis. The Division of Planning Office is allowing the HOA to collect signed Consent Forms to submit as a group and make the change with one public hearing and one payment of the required $1,899 fee to change the “Statement of Commitments”.
* Any homeowner not signing the Consent Form will not be permitted to install an above-ground pool on their property, unless they personally go through the process of working with the city, scheduling a public hearing and paying the fee of $1,899. This applies to their property … so any future owners of the property will be under the same expectations.

Code Enforcement - Kirk

* Kirk’s Approach to addressing Covenant & Regulations (C & Rs) violations:
  + Talk to the homeowner first. Discusses options/plan to correct violation, set due date for correction.
  + If issue is not resolved by due date, follow-up with written warning and revised due date for correction.
  + If due date passes with no correction or notification of plan, next step is to either have the HOA repair the issue and send cost to the homeowner, or if necessary, involve the HOA attorney.
* Anonymous letter received with request to address trash bags:
  + Reminder shared that C & Rs state the following: trash must be stored in concealed sanitary containers, removed from property regularly, and not allowed to accumulate.
  + Reminder to everyone not to put trash out too much prior to Thursday morning pick-up and also to remove empty trash cans from street as quickly as possible after the pick-up time.
* Boats/Trailers parked on street:
  + C & Rs state that boats/trailers MAY NOT be parked on the property (this includes side yard, back yard and driveway). The C & Rs DO NOT regulate the street. City ordinance requires that any non-motorized boat/trailer/camper must be attached to a working vehicle at all times. If a stop sign is blocked, please call the city’s non-emergency number at [(317) 327-6300](http://www.indy.gov/eGov/City/DPS/IMPD/Enforcement/Districts/Pages/Southeast.aspx)*﻿﻿* to report the issue.

Accepting Bids for 2013 Contract Services - Luke

* Pond maintenance, landscaping of common areas and street snow plowing
* Bids accepts from any company providing these services (must submit proof of insurance with proposed contract costs)
* Submit bids by email [Treas/Sec@timberleaf-hoa.net](mailto:Treas/Sec@timberleaf-hoa.net); DUE DATE: December 14th.

Election of additional HOA Board Officers - Luke

* Board currently has three officers; Bylaws allow for maximum of FIVE.
* If interested, please contact [Treas/Sec@timberleaf-hoa.net](mailto:Treas/Sec@timberleaf-hoa.net).

Meeting Adjourned - Luke

*Minutes prepared by Secretary/Treasurer Sandra Hester-Steele.*

**HOA Board Contact Info**

President: Luke Chastain, [President@timberleaf-hoa.net](mailto:President@timberleaf-hoa.net)

VP/Code Enforcer: Kirk Farmer, [VP\_Code\_Enforcer@timberleaf-hoa.net](mailto:VP_Code_Enforcer@timberleaf-hoa.net)

Secretary/Treasurer: Sandra Hester-Steele, [Treas/Sec@timberleaf-hoa.net](mailto:Treas/Sec@timberleaf-hoa.net)