

Timbergrove Manor Civic Club (TMCC)

Board Meeting Minutes

6.06.2023

Meeting Minutes

Meeting Called to Order: 6:38 PM Quorum Met Location: Sinclair Elementary

Binder – Binders were distributed for Board Members including By-Laws,

Taken Out of Order

Beautification - Michelle Dundee has tendered her resignation as Beautification Chair. Parker Langley has volunteered to Chair the Committee. Peter Davies made a motion to accept the resignation and appoint Parker Langley as the new chair of this committee, which was seconded by Courtnie Hays. Following an introduction and his address to the Board by a show of hands the appointment was approved.

Treasurer – Roxanne Hall has tendered her resignation effective June 23rd, 2023. Peter Davies made the motion to accept the resignation which was seconded by Mallory Dean and approved by a show of hands. Traci Riley made a motion to approve Jennifer Vickers as the Treasurer which was seconded by Courtnie Hays. By a show of hands, the motion was approved.

A further discussion was held concerning the closing of the First Prosperity Bank and transfer the funds to Central Bank. Jennifer Vickers made a motion to liquidate the existing Certificates of Deposits and all accounts; and then transfer the funds to the new account at Central Bank. Alison Reynolds seconded the motion and by a show of hands the motion was approved.

Officer's Reports

Secretary's Report – The Secretary's Report of April 25th was presented prior to the meeting and was accepted. The TMCC Secretary will finalize the report, as presented and forward the report for posting to the TMCC Website.

Treasurer's Report – Roxanne Hall reviewed the current status of the Club's finances. Traci Riley made a motion to distribute a total of \$2,300, as authorized by the Board in February 2023, which was seconded by Courtnie Hays and approved by a show of hands. Roxanne Hall made a motion to set up a reoccurring payment to the landscape contractor. Michelle Richbourg seconded the motion. The motion was not approved. Jennifer Vickers made the motion to approve the Treasurer's Report which was seconded by Courtnie Hays and approved by a show of hands.

Committee Reports

Activities – Ice Cream social is scheduled at Jaycee Park from 3:00-5:00 PM. The chair requested help with the annual volunteer appreciation diner, date to be determined.

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Activities Cont'd

Ice Cream Social Update (Jennifer Vickers) - Cynthia Schwendeman, who has served as volunteer coordinator for the event the past couple years, will be out of town for this year's event. She has asked Anna Luckenback and Dottie Burroughs to see if either would be willing to assist in this way. Unfortunately we've not yet heard back from Anna and Dottie will likely be out of town this year. If a board member is able to help with the project by recruiting and managing volunteers and site set up the day of, we desperately need the help.

We've also reached out to Flag Fundraisers of Texas to see if they will again sponsor a flag that can be carried by the parade leader and displayed with a stand during the event. Additionally Southern Ice Cream has again been retained to provide the Ice Cream Cart Rental and ice cream pops. We are scaling back the total number of servings purchased from last year based on consumption.

We've requested HFD bring a ladder truck and have received confirmation we are on their calendar. Their participation is, as always, contingent upon day-of-event availability. Additionally, Traci Riley has made outreach to local scout troops to recruit volunteers to participate as parade leaders. Jennifer Vickers with the Selling Houston Team is sponsoring the event for the third consecutive year.

Beautification – Michell Dundee

- New Beautification Chair
 - I will be stepping down as Beautification Chair on June 30. I am truly grateful for the support received from the board, committee chairs, and neighbors.
 - Thank you to our neighbor Parker Langley, who has volunteered his time to take over Beautification Chair responsibilities starting in July.
 - The month of June will be used to transition from Michelle to Parker. Beautification Report – Cont'd
- Sprinklers
 - Sprinkler at TC Jester and Droxford was shut-in/damaged/disconnected by the City during construction in the esplanade. Need to identify a contact at City of Houston to discuss repairs.
 - Monument on 11th Street at Bryce has sprinklers, but no water source (turned off/disconnected during apartment construction). Looking for contact at the City to reconnect water supply.
- Invoices for landscaper and irrigation vendors
 - Working with Treasurer on payment of outstanding invoices for Landscaper and Irrigation Vendor

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Beautification Cont'd

- Landscaping Updates
 - Spring plantings in progress at the Monuments. One monument remains to be planted (11th and Bryce) – should be complete during the week of June 5.
 - Current status:

| <u>Location</u> | <u>Spring 2023 Planting Status</u> |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Greengrass | COMPLETE - Planting complete week of March 27 |
| Ella at Droxford | COMPLETE - Sprinkler heads fixed (in April). Perennials planted. Flowers planted May 23 |
| Ella at Pineshade | COMPLETE - Sprinkler fixed (in April) – Planting complete May 23. |
| 11th at Ella | COMPLETE - Sprinkler fixed (in April) – Planting complete June 3. |
| 11th at Bryce | Good to plant - need to be drought tolerant. Scheduled to be complete week of June 5. |
| TC Jester at Bryce | COMPLETE - Planting complete week of March 27 |
| TC Jester at Droxford | COMPLETE – Planting complete June 2. NOTE: City of Houston messed up water lines for sprinkler during construction at esplanade. Need to identify contact at city to fix. |

Block Captains – Laura Bradham

On Thursday, May 17, the Block Captains were invited to a Happy Hour hosted by Laura Bradham and Traci Riley at the Riley Residence. The two and a half hour, fun event was well attended. Food highlights included Wine, Cosmopolitans, Charcuterie Cups, Grilled Bacon-wrapped Jalapeños, and Texas Sheet Cake Cookies, The Block Captains had some individual chatting time as well as group chatting time. Block Captains were able to share what is working and not working on their blocks to build community. And, then we built community among ourselves by all answering the same question, “If you were to write your own autobiography, what would the title be?” It’s so fun to get to know each other and spend meaningful time together. Summer is here so we expect some down time because of traditional summer traveling, but Block Captains will be back in action full time next fall if not between now and then!

Block Captains Report (Cont'd)

Section 5 is hosting a Kickoff to Summer Parade, spearheaded by Block Captain Courtnie Hayes of Linton, on June 7 at 6:00 pm. All Timbergrove Manor residents are invited and encouraged to attend!

Deed Restriction Enforcement / Design Review Committee –

Environmental – No Report

Membership – No Report

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Neighborhood Security – Larry Scruggs

The Timbergrove Manor Civic Club has embarked on a security issue. We have sent out surveys and calculated the results. We have provided opportunities to hear presentations from Flock Security (license plate readers) and the Constable, Precinct 1 Security Patrol.

The TMCC Board has decided to employ the Neighborhood Constable Patrol Program. To have an opportunity to increase the security in our neighborhood, in addition to our Citizen Patrol groups. For this to happen, TMCC (1200 households) has partnered with Lazybrook Neighborhood Association (600 households) to fund this endeavor. The total cost of the Neighborhood Constable Patrol Program is \$90,000. To do this, the combined Neighborhood Associations (1800 households) needs 300 households to commit to \$300 annually/per household). For those on a fixed income, the program would cost \$200 annually/per household.

The benefits to the neighborhoods (Timbergrove Manor and Lazybrook) are:

- Marked constable patrol vehicles, highly visible.
- Ability to conduct law enforcement surveillance.
- Rapid response to calls (generally 2-5 minutes)
- Deputies are authorized to take Houston Police Department reports.

Timbergram – The Deadline for the next edition is June 7th.

Website – Jennifer Vickers

Email Hosting Migration Update - We connected with SDSONE, a IT Support firm specializing in providing enterprise-level IT practices and services to small and medium-size businesses, at the end of April. They were able to address some of the DNS registration issues that were causing emails from the Timbergrove.org domain to be undeliverable by updating the SPF and DCAM records on file with our website host Squarespace. They also made adjustments to the SPAM settings on our current InMotion Hosting website host to improve SPAM filtering for Timbergrove.org email accounts. While this has by no means eliminated the receipt of phishing and spam messages, it appears to have decreased the number of nefarious messages making it to user inboxes.

While we had originally planned to move email services to Google Workspace to take advantage not only of better email services, but shared cloud storage, we are unable to find a provider who offers managed migration services to Google. However, SDSONE has extensive experience in migrations to Microsoft ecosystems and can facilitate moving accounts and archives that preserve legacy correspondence and information and has offered us a discounted hourly rate of \$250 to complete the transfer. They estimate the project should take no more than five hours. I anticipate the migration will be completed by the end of June.

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Web-Site Cont'd

The ongoing cost for Microsoft 365 Basic License, which includes email account, 1 TB of personal cloud storage for each user, 1 TB of shared cloud storage and Microsoft Web-Site Cont'Application Access is the same as the Google plan we were looking at: \$6/user/mo. We are anticipating 25 user accounts inclusive of directors and committee chairs.

Yard of the Month – No report.

Old Business – None

New Business –

Traci Riley made a motion to not have a July 2023 Board Meeting, as allowed for by the By Laws. The motion was seconded by Peter Davies and approved by a show of hands, approved.

SNC-14 Open Delegate and Coordination – TMCC is needing another representative for the Super Neighborhood Council.

TIP Grant - Super Neighborhood Council 14 (SNC-14) has submitted a proposed project to install shared use paths (bicycle and pedestrians) to be constructed in the existing CenterPoint Energy transmission corridors, the Harris County Precinct 4, who in turn as agreed to sponsor the project, including funding, to TxDOT. There has been no public engagement so far and the program requires that the eventual project, if funded, will address the concerns of the neighborhood. The intent is to provide safe routes to schools (Sinclair Elementary in particular), so there will be further opportunities for TMCC residents to influence the proposed improvements, including crossings and other bike/pedestrian friendly improvements as part of this project.

Precinct 4 Sidewalk and Paving Repairs/Replacements in Timbergrove Manor – Harris County has proceeded with repairs and replacements and there are a number of deficiencies of the work that has been completed to-date and question of why some areas have not been included. It is the understanding that there has not been a coordinated effort to include input from the Civic Club and we will be continuing to advocate for public engagement and program information as it is not certain the extent and timing of the current or future repairs.

Next Board Meeting is scheduled for June 27th at a location to be determined.

Meeting was adjourned at 7:30 PM.

These Meeting Minutes were prepared by Peter Davies, TMCC Secretary *Peter Davies*