

Timbergrove Manor Civic Club (TMCC)

Board Meeting Minutes

9/26/2023

Meeting Minutes

Meeting Called to Order: 6:43 P Quorum Met Location: Via Zoom

Officer's Reports

Secretary's Report – The draft of the Board Meeting Minutes for May 2023, which was held on June 6th, was circulated for review and comment.

Treasurer's Report – Jennifer Vickers provided a summary of the financial metrics as of August 31st, reviewing the disposition of the Certificates of Deposits with the objective of maximizing the return rate. Improvements have been undertaken for reporting purposes, including better graphics and timely reporting. Peter Davies made a motion to approve the financials presented which was seconded by Traci Riley. There was a question concerning meeting the Constable Patrol account goal, with the answer being that the amount collected is within \$3,700 of the goal.

- MOTION 1: Jennifer Vickers made the following motion: "That the Finance Committee be authorized to research the costs associated with transitioning our credit card processing services from our current vendor, Square, to a potential new vendor, Intuit. Furthermore, I move that if the Finance Committee determines the costs of this new vendor to be equivalent or less than those of our current vendor, the same committee be granted the authority to execute the change to the new credit card processing vendor." Traci Riley seconded the motion and after discussion the motion was approved by a show of hands.
- MOTION2 : Jennifer Vickers made a second motion: "That the Finance Committee be authorized to calculate the credit card processing fees associated with Constable Patrol donations received during the period of January to September 2023. Furthermore, I move that these expenses be recorded as a subcategory of Security expenses within a separate general ledger entry. The aim of this step is to provide a more accurate and transparent insight into our security-related expenditures." Andrew Halphen seconded the motion and after discussion the motion was approved by a show of hands.

Committee Reports

Filling Vacant Board Position – Jennifer Vickers has assumed the role of Treasurer and her Director Position is vacant. Traci Riley nominated Miles Sasser to fill the position on an interim position. A motion was made by Traci Riley to approve the nomination which was seconded by Courtnie Hays. By a voice vote, the nomination was approved.

Nominating Committee – Mallory has volunteered to chair the nominating committee and has a scheduled a meeting of October 6th to propose a slate for the Officers and Board to be voted on at the November General Meeting.

Activities – Several ideas were floated for the annual Volunteer Dinner and discussion will continue.

Beautification – There is some concern about the condition of the monuments on the esplanades and the costs. The committee chair needs assistance with coordinating with the City of Houston and the Landscaping Contractor. Ideas are requested for the next meeting to improve the esplanades

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Committee Reports Continued

.Block Captains – No Report

Deed Restriction Enforcement – No Report

Design Review Committee – No Report

Environmental - Traffic Study – The request of the traffic study in Section 5 is being submitted to the City of Houston for the third time.

Membership – No Report

Neighborhood Security – The contract with Harris County is pending to begin the patrols.

Timbergram – Deadline is October 6th for the next Timbergram Edition.

Website – No Report

Yard of the Month – No Report

Old Business – No discussion.

New Business – Next Board Meeting is scheduled for October 24th and General Meeting November 14th

Meeting was adjourned at 7:48PM following a motion by Courtnie Hays.

These Meeting Minutes were prepared by Peter Davies, TMCC Secretary

Peter Davies