

TMCC BOARD MEETING MINUTES

September 2, 2020 (August Meeting)

August Meeting Rescheduled Due to Hurricane Laura

In Attendance: See Sign In Sheet

Quorum Met

Began At 6:30 PM

Introduction of Those Attending

Secretary's Report

Meeting Minutes June 30th Board Meeting

Corrections: The TMCC General Meeting will be Sept 8th. A motion was made by Jennifer Wilson to approve the corrected meeting minutes, which was seconded by Ryan Derong and approved by a voice vote with no dissensions.

Treasurer's Report

Treasurer's Report Dated:

Jennifer Wilson reviewed the statements and after a review of the reports a motion was made by Peter Davies to approve the report which was seconded by Cynthia Schwendeman and approved by voice vote with no dissensions.

Up Coming TMCC General Meeting - Alex Dailey discussed the procedures for the upcoming Zoom Meeting and the Board provided input. The Meeting is scheduled for September 8th.

Committee Reports

Deed Restrictions - Traci Reported that 2311 Haverhill plan submission has been approved.

She is also working on getting the nominations committee situated and soliciting nominees for next year's Officers and Board of Directors.

Environmental Report – Chanel Richbourg reported.

Block Captains and Membership- Laura Bradham reported that she has adjusted the total residences in TMCC to 1,239, adjusting for the FEMA lots. A Block Captain is needed for the 6500 block of Cindy. To-date we have 497 dues paying members, ahead of last year.

Activities – Due to the current situation, TMCC will mail out thank you notes and vouchers from local restaurant(s) for the Volunteer Diner and are considering a raffle drawing as well.

National Night Out – Scheduled for October 6th. Ideas are welcome to encourage participation.

Snow Fest – The project may need to be postponed since the City of Houston has not been issuing permits for events in the Parks. Alternate activities are being considered.

Beautification – No report.

Design Review – There have been three (3) plan submission approvals.

Neighborhood Security – Citizens Patrol has been re-activated and volunteers have been patrolling.

Timber Greeters – Greeting have continued.

Timbergram – Jennifer Vickers reported that the electronic version has been issued and distribution of the paper copy has been on going.

Old Business – Pavement Markings at West 18th Street at Ella and West T.C. Jester have been put on hold. The VIN etching event has been put on hold.

New Business –

Dead Tree Removal at 6138 Hurst. There is a report about a dead tree in the back yard and there was concern it might fall on the adjacent power lines disrupting power. The Board will continue to contact the absent owner to get the tree removed.

Future Meetings – There was a motion by Peter Davies that the September 29th, October 27th Board Meetings and November 10th General Meeting be held virtually, which was seconded by Jennifer Vickers and approved by a voice vote with no dissensions.

There was a resident's complain about The Leader deliveries.

Adjournment – Ryan made a motion to adjourn at 8:00 PM which was seconded by Jennifer Vickers and approved by voice vote with no dissensions.

These FINAL TMCC Board Meeting Minutes were prepared by Peter Davies, Secretary and posted on the TMCC Website.

Peter Davies, TMCC Secretary

Peter Davies

Sign In Sheet August 2020

(Sept 2, 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	
Secretary	Peter Davies	X
Treasurer	Jennifer Wilson	X
Director	Ryan Derong	X
Director	Micah Heilbrun	
Director	Jennifer Vickers	X
Director*	Cathi Lambert Hernandez	
Director*	Cynthia Schwendeman	X
Committee Chairs		
Committee	Name	In Attendance or Report
Activities	Ryan McCearley	
Beautification		
Block Captains		
Deed Restriction Enforcement	Traci Riley	X
Design Review	Dana Whitney	
Environmental	Chanel Richbourg	
Future Programs		
Membership	Laura Bradham	X
Neighborhood Security	Matt Kern	
Timber Greeters		
Web Site		
Others/Guests		
Name	Address	Subject
Alex Dailey	Groewood	Zoom Master
Chris Ehlinger	6307 Cindy Lane	

Timbergrove Manor Civic Club

BALANCE SHEET

As of August 25, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Independent Bank Checking	0.00
Prosperity Bank CD -0917	102,209.45
Prosperity Bank CD -0918	25,288.93
Prosperity Bank Checking	49,541.85
Total Bank Accounts	\$177,040.23
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$177,040.23
TOTAL ASSETS	\$177,040.23
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	62,608.80
Retained Earnings	97,314.12
Net Income	17,117.31
Total Equity	\$177,040.23
TOTAL LIABILITIES AND EQUITY	\$177,040.23

Timbergrove Manor Civic Club

PROFIT AND LOSS COMPARISON

January 1 - August 25, 2020

	TOTAL	
	JAN 1 - AUG 25, 2020	JAN 1 - AUG 25, 2019
Income		
Club Dues	22,645.00	
Donations		
Jaycee Park Donations	2,167.50	
Online Processing Fee Donations	272.67	
Other Donations	4,865.00	
West 11th Street Park Donations	3,327.50	
Total Donations	10,632.67	
Interest Income	1,366.89	
Neighborhood Security Income		
Private Security Subscribers		
Security Fund Donations	7,845.00	
Total Neighborhood Security Income	7,845.00	
Timbergram Advertising Income	4,060.00	
Total Income	\$46,549.56	\$17,117.31
GROSS PROFIT	\$46,549.56	\$17,117.31
Expenses		
Bank Charges	5.60	
Beautification	4,113.80	
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		
Fourth of July		
General Meetings	158.07	
Insurance		
Membership	1,218.83	
Misc./ Other	27.65	
Neighborhood Security	7,710.00	
Office/Postage	226.00	
Professional Services		
Bookkeeping	2,890.21	
Tax Accounting Services	3,000.00	
Total Professional Services	5,890.21	
Snow Fest	1,282.35	
Storage Unit		
Timbergram	2,572.50	
Web Site	233.82	
Online Payment Processing Fees	663.42	
Total Web Site	897.24	
Total Expenses	\$29,432.25	\$9,800.00
NET OPERATING INCOME	\$17,117.31	\$7,317.31
NET INCOME	\$17,117.31	\$7,317.31

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 Jambriana 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 paym	\$	-
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, landscapir	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

Timbergram - July 2020

Sent

Mon, Jun 29, 2020 4:30 pm

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Overview

1,122 Recipients

Audience: TMCC Residents

Delivered: Mon, Jun 29, 2020 4:30 pm

Subject: The Timbergram - Official TMCC
Newsletter

0 Orders	\$0.00 <u>Average order revenue</u>	\$0.00 <u>Total revenue</u>
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568 Opened	206 Clicked	7 Bounced	4 Unsubscribed
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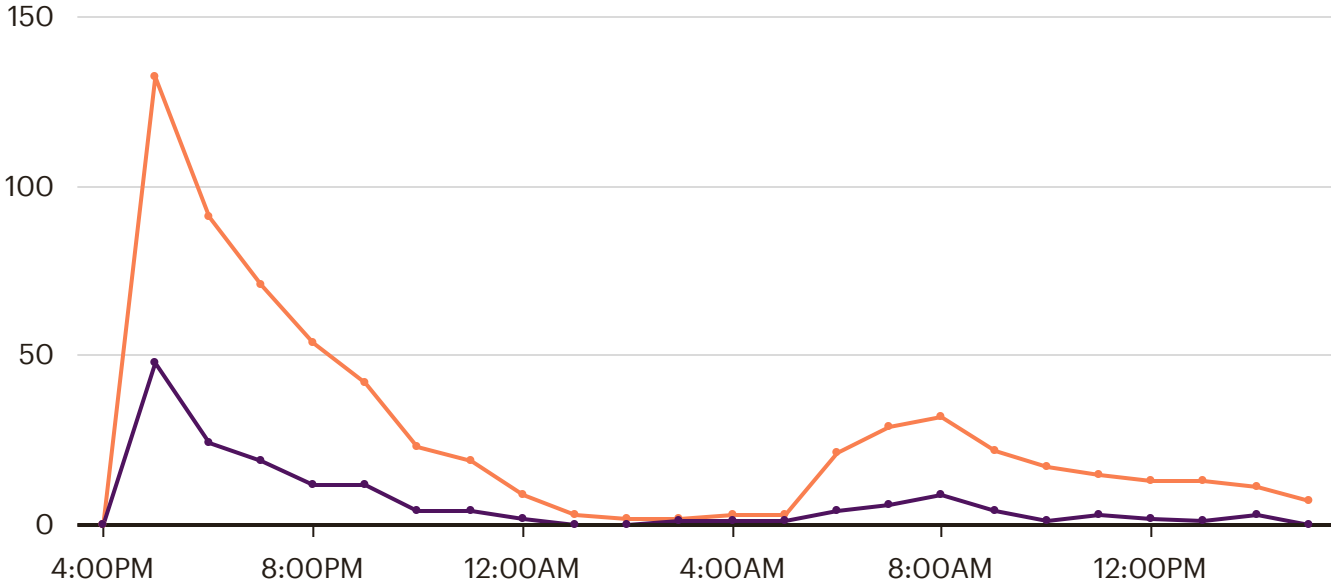
Successful deliveries	1,115 99.4%	Clicks per unique opens	36.3%
Total opens	1,648	Total clicks	365
Last opened	9/2/20 9:15AM	Last clicked	8/15/20 12:45PM
Forwarded	0	Abuse reports	0

Subscriber activity

24-hour performance

Opens

Clicks



Top links clicked

https://www.timbergrove.org/calendar/ice-cream-social	106
https://www.timbergrove.org/news/a-home-for-generations-to-come	56
https://www.timbergrove.org/news/block-captains-building-community	32
https://www.timbergrove.org/news/annual-july-4th-ice-cream-social-distance	28
https://www.timbergrove.org/news/rethink-security-update	27

Subscribers with most opens

URL	Total	Unique
https://www.timbergrove.org/calendar/ice-cream-s...	106 (29%)	84 (27%)
https://www.timbergrove.org/news/a-home-for-gen...	56 (15%)	47 (15%)
https://www.timbergrove.org/news/block-captains-...	32 (9%)	24 (8%)
https://www.timbergrove.org/news/annual-july-4th-i...	28 (8%)	23 (7%)
https://www.timbergrove.org/news/rethink-security-...	27 (7%)	27 (9%)
https://www.timbergrove.org/news/deter-crime-wit...	26 (7%)	24 (8%)
https://www.timbergrove.org/news/yard-of-the-mon...	26 (7%)	24 (8%)
https://www.timbergrove.org/news/notes-from-your...	23 (6%)	22 (7%)
https://www.timbergrove.org/news/west-11th-street-...	13 (4%)	12 (4%)
https://www.timbergrove.org/news/traces-of-timber...	10 (3%)	10 (3%)
https://squareup.com/store/TMCC	7 (2%)	7 (2%)
https://www.timbergrove.org/calendar/yard-waste-...	7 (2%)	7 (2%)
https://www.timbergrove.org/calendar/heavy-trash-...	4 (1%)	4 (1%)
https://www.timbergrove.org/contact	0 (0%)	0 (0%)
https://www.timbergrove.org/calendar/tmcc-board-...	0 (0%)	0 (0%)
https://www.facebook.com/TimbergroveManorCivi...	0 (0%)	0 (0%)
http://www.timbergrove.org	0 (0%)	0 (0%)

Domain	Email	Bounces	Opens	Clicks	Unsubs
gmail.com	426 (38%)	0 (0%)	215 (50%)	75 (18%)	1 (0%)
yahoo.com	172 (15%)	0 (0%)	96 (56%)	32 (19%)	1 (1%)
sbcglobal....	84 (7%)	0 (0%)	41 (49%)	16 (19%)	0 (0%)
aol.com	68 (6%)	1 (1%)	42 (63%)	14 (21%)	0 (0%)
hotmail.com	62 (6%)	0 (0%)	25 (40%)	11 (18%)	0 (0%)
Other	310 (28%)	6 (2%)	149 (49%)	58 (19%)	2 (1%)