

**TIMBERLANE NEIGHBORHOOD IMPROVEMENT & BEAUTIFICATION  
DISTRICT**

**MINUTES OF REGULAR MONTHLY MEETING OF THE  
BOARD OF COMMISSIONERS**

**September 17, 2020, 6:30PM**

**Conducted via Zoom**

MEETING CALLED TO ORDER (6:38 PM)

In attendance: Chair Jon McGill, Ann Berthelot, Ronnie Evans, Harry Stumpf, John Firestone.

Quorum is present. At outset there were 5 online attendees. Maxed at 9 online attendees.

**AGENDA ITEMS**

**1. Approval of minutes from the August 20, 2020 regular TNIBD meeting.**

- a. MOVER: Ronald Evans
- b. SECONDER: Harry Stumpf
- c. ACTION: APPROVE
- d. VOTE: 5 – 0
- e. YEAS: Berthelot, Evans, Firestone, McGill, Stumpf
- f. NAYS: None
- g. ABSENT: None

**2. Insurance Renewal – Guest Panelist: Jay Loetzerich, III of Daul Insurance.**

The Commissioners reviewed the proposal for renewal of the Public Officer Liability Insurance. The premium has remained the same for the current term. Retroactive date is back to September 19, 2019. Limits: \$2 million. The premium was shopped and this was the most reasonable.

Renewals for flood insurance are under discussion by October 12<sup>th</sup>. This covers the course bathrooms and the equipment shed. The general liability, property insurance on buildings, business personal property policies are due in December. Maintenance equipment policy is being updated as the Commission is putting newer equipment onto this policy. These are in review by the Commission.

Motion: Approval of the Public Officer Liability Insurance contract from Daul Insurance.

- a. MOVER: Ronald Evans
- b. SECONDER: John Firestone
- c. ACTION: APPROVE
- d. VOTE: 5 – 0
- e. YEAS: Berthelot, Evans, Firestone, McGill, Stumpf
- f. NAYS: None
- g. ABSENT: None

### **3. Pond maintenance proposal**

Our club pro, agronomist and Donny Darville have all been involved in this issue. Residents have raised concerns about the ponds filling up with stagnant water. Weed overgrowth also contributed to some bad smells. This seems to be worsening over this year. Proposals were obtained from a pond maintenance company. Cost estimate: \$5,000 for initial clean-up plus \$3000 for two additional treatments. The plan is to defer this to early next year when we can budget for it. It is also anticipated to cost less if maintenance / treatments start earlier next year (getting ahead of the rain and spring growth). This company (Louisiana Pond Management) consults on several other golf courses around the area.

### **4. Treasurer's update: CPA work & Audit.**

We are in the middle of our audit by Jamie Rogers of Camneter. Deadline is September 30<sup>th</sup>. The Commission anticipates making that deadline.

Susan and Wilson at Kushner LaGraize have worked with us to provide the accounting solutions that allow us to convert the reporting from Century into the format for our public reporting. The priority has been to provide the policies and documentation for the auditors. Then, for the October meeting, we will review the monthly reports from January through September 2020.

The Chair reviewed the current working spreadsheet. Current ongoing expenses are compared 2018 & 2019 actual expenses. 2018 is included also because 2019 was such an anomalous year. Michelle is adjusting the actual expense and income estimates as the year unfolds. TNIBD expenses and income are both doing better than 2018 actuals, budget estimates for 2020, and Michelle's adjusted projections.

### **5. Commissioner Election Report**

Signs inviting candidates are out. The signs are composed so as to be reusable each year. Dates for candidate qualification and election are set by bylaws. The Board chooses the date for the Candidate Forum. Going forward, the date of the October regular Board meeting will host the Candidate Forum. Robert Logreco, CPA has been our vote-counter. This proposed charge is \$2,250 (about what he estimated last time). We have the list of eligible voters. Should the number of candidates exceed the open seats, thus necessitating an election, the Commission will send out a mailing with the ballot, a ballot instruction page, and a candidate introduction page.

Candidate qualification closes at 6 PM on October 15<sup>th</sup>. Both downtown FedEx/ Kinkos locations predict they can print and fold 530 copies of the two pages (ballot and introductions) within a four-hour turn-around. Costs: \$175- \$200 for two pages, more if we wait to print the ballot instructions. Plan is to have ballots placed in envelopes by volunteers (so far Sally and Gina have volunteered) Friday afternoon. Goal is to get ballots in the mail that afternoon Friday, October 16<sup>th</sup>.

Concerns about mail service: Is distribution by mail sufficient? The Board agreed to allow downloading of blank ballots from the TNIBD website.

A ballot will be considered invalid (rejected) if:

1. The Property / Voter are not clearly identified
2. Voted for more than two candidates
3. Received after voting deadline (6PM October 30<sup>th</sup>)
4. If multiple ballots from same address, results are not congruent.

Collection of Ballots: Concerns with mail service noted. Logreco is willing to receive ballots by mail or in person at his office. A secure box will be placed at the TGR Pro Shop to accept ballots.

## 6. Century Update

Key Performance Indicators: June was a tremendous month. There was some fall-off in July & August. Membership Totals: Residents: 275 members. Non-resident golf: 60 members. Golf Vantage: 46 members. Palmer Advantage rolls out next month. This is a reciprocal agreement with 100s of courses are round the world. The price for Golf Vantage membership is \$20 /month. \$5 of that is retained by TGR.

Discussed with Agronomist: improvements mowing heights for rough, fairways, & greens. Improving what we have now.

Identify the Future: challenges to growing revenue:

1. Improve the product: infrastructure improvements.  
Already improving what was here already. What is wisest next investment?
2. Next investment in improvements is likely irrigation: source, design, where to hold water, and distribution. Reviewing a plan over the next few months.
3. Limited how much we can charge in New Orleans market.
4. Lisa will come with Donny on his next trip (flying in PM October PM 14<sup>th</sup>. October 15<sup>th</sup>). She will work with Michelle. We need to get Michelle more into sales.
5. Improved accounting will improve our performance.

## 7. Other Updates.

- a. The pile of mulch and timber around Café Hope: The mulch has been spread. The remaining pile of debris is from storm & tree removal. This is being addressed several ways. Ritchie is talking to a dumpster removal company (\$400 per dumpster). Another option to use some of the debris for a bonfire-related event. Both Café Hope and TGR have considered bonfire-based events. Bonfire approval process is underway.
- b. Signs on the wall around the pool: The signs about swim lessons should be coming down anytime now that pool season is over. Lonnie's pool management service is providing us a significant discount in return for their sign. If this is to be a permanent sign, we will ask them for a nicer sign.

- c. The tree on hole #10 has been cut down (Stansbury). The team is scheduling a time for the tree on hole #11. A resident was concerned about a tree leaning over their property. On review by Ritchie, the tree is 20 feet from their property line. Another review will take place after Hurricane Sally has passed.
- d. A tennis pro (formerly at City Park) wants to give lessons here. The Chairman and Harry are reviewing the contract. The new pro made some improvements to the tennis courts. Café Hope will get a cut of the court usage fee, a larger cut for non-members. TNIBD members will not have to pay court fees for lessons. Non-members taking lessons will owe a court use fee. If a TNIBD member brings a non-member to play tennis, they will pay a court fee for the non-member. Café Hope will advertise the tennis lessons and collect the money. It is important for everyone to “check-in” at the Pro Shop when using any services at the Club.
- e. Discussions are underway with Yoga Krewe (looking for a new location). The location will be somewhere around Café Hope. They might use the gym. This would impact gym hours, but would be scheduled and posted on Facebook. Another possibility would be to use the old Pro Shop.
- f. Café Hope is preparing to start their ballroom renovation. The Board will be reviewing Café Hope’s plan once the audit and election are handled. Luis and Danny Darville have been working together well.

#### **8. Membership Requirements**

There are two trains of thought here. One continuum is inclusive versus exclusive. Another continuum is concrete, objective criteria versus hypothetical, looser criteria. The Board is in favor of including as many members as we can. The concern is how to develop concrete, objective criteria. The Board does not want to be in the situation of deciding whether each case fits the definition of a significant other.

After consideration, it might be better to use a household member as the definition. That can have an objective definition (bills, driver’s license, voting registration). The Board is choosing the definition to be used in the application when *any* member joins Timberlane: TNIBD resident or member from outside the neighborhood.

The Board must balance the goals of enabling as many members to be able to use the facility, but not wanting to infringe upon the privilege of households of only one or two people. The Board suspects these numbers will even out. The goal is a fair and reasonable definition. The process for properties owned by a trust or a corporation will be clear-cut. The Board will also need to address whether

members can assign rights to non-residents. This step-by-step process will lead the Board to a final proposal.


9. Adjourn. (07:52 PM)

- a. MOVER: McGill
- b. SECONDER: Evans
- c. ACTION: APPROVE
- d. VOTE: 5 - 0
- e. YEAS: Berthelot, Evans, Firestone, McGill, Stumpf
- f. NAYS: None
- g. ABSENT: None



Jon S. McGill, Chairperson

Signed: 10/15/2020



John Firestone, Secretary

Signed: 10/15/2020

Date: 10/15/2020

Approved