

**TIMBERLANE NEIGHBORHOOD IMPROVEMENT & BEAUTIFICATION
DISTRICT**

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

May 20, 2021, 6:30 PM

Conducted at 1 Timberlane Drive and via Zoom

MEETING CALLED TO ORDER (6:45 PM)

Roll call: Chair Jon McGill: present, Ann Berthelot: present, Ronald Evans: present via Zoom, John Firestone: present. Harry Stumpf: present. Quorum was present.
Panelists: Donny Darville. Zoom attendees: there were two attendees.

AGENDA ITEMS

1. Approval of the minutes from the regular April 20, 2021 TNIBD meeting.

A. Approval of the minutes for the April 20, 2021 Regular Meeting.

MOVER: McGill
SECONDER: Stumpf
ACTION: APPROVE DRAFT MINUTES
VOTE: 5 - 0
YEAS: Berthelot, Evans, Firestone, McGill, and Stumpf
NAYS: None
ABSTAIN: None

B. Motion to switch order of agenda items #2 and #3.

MOVER: McGill
SECONDER: Stumpf
ACTION: APPROVE AGENDA SWAP
VOTE: 5 - 0
YEAS: Berthelot, Evans, Firestone, McGill, and Stumpf
NAYS: None
ABSTAIN: None

2. Century update (Donny Darville).

KPI: A new reporting format is in use. There are a year's figures available, so it is now possible to compare year-to-date to last year's year-to-date. The numbers of rounds played were flat over last month. This seems entirely due to weather (rain). Average fees per round are up over last year. New sales: Fantastic! There were 34 new Golf Vantage sales. These new sales bring significant new dues dollars per month.

Income was better than budgeted and profitability above budgeted – especially considering the days lost due to weather. Unexpected days closed due to weather will be added to the KPI for tracking.

Irrigation: Proposal for well inspection is being reworked to be in TGR's name and assure the pump test will have no adverse effect on our ability to produce water. Once proposal is finalized, the test should be performed within a week or two. The operational committee obtained a quote for dredging the ponds as a water source.

Tournaments: Donny and Richie have coordinated minimums to be certain a tournament minimum compensates lost daily play.

Daily Fees: Donny and Richie continuing to adjust pricing strategy.

Yamaha GPS Units: Will be installed in June.

Low area on fairway #6: especially on the left side of the fairway. Longer term consideration of improving drainage or placing fill there. Holes #4 and #8 are receiving extra attention because of water damage.

3. Task list discussion.

Ann and John sent lists of recurring monthly duties related due to position. Also asking for a task list. The Chair also needs a word document listing each Commissioner's responsibilities for whomever might take over their position at some future date.

4. Treasurer Update.

The Treasurer's report will, of necessity, address the month prior (March in this case). There is business information from April, but there is not enough time to have completed April financials. TGR has to close their financials from the previous month. Then, Century has 20 business days to close their books. Then, the reports come back to Michele, who needs a few days to have completed financials for the Commissioners. The weekly MOS report can be reviewed for more recent information or trends.

March year to date is also FYE 2021. Income: Actual income (combined TNIBD and TGR) is considerably above budgeted. Expenses: TGR expenses were close to budgeted. TNIBD expenses were somewhat over. Insurance cost was the largest item over budget. Net income was up for Fiscal Year ending 2021.

Caveat: Capital expenditures show up on the balance sheet, but not on the P & L. So, money spent on capital expenses are not accounted for in this net income figure. Classification of expenditures as expenses on profit and loss versus capital expense on balance sheet are made based on golf club expenses, who owns what, and CPA guidance. Guidelines include: expense over \$2,500 and / or an expected useful life longer than one year. Either fact would make an item a capital expense. For example, the money spent repairing the bridge to the driving range was deemed a capital expense by the latter criteria.

April MOS: Even with a bad week number 3 (due to rain), April's income was significantly above budgeted. The payroll expenses were slightly below expected and total expenses significantly below budget. This led to net income being considerably better than anticipated for April.

5. Policies and procedures.

Ann and Jon are working on these. The plan is to complete these before the next audit. Therefore, they need to be completed by the August meeting in order to be adopted by the Board at that meeting.

6. Suspend regular meeting (7:49 PM)

MOVER: McGill
 SECONDER: Berthelot
 ACTION: SUSPEND MEETING / CONVENE PUBLIC HEARING
 VOTE: 5 – 0
 YEAS: Berthelot, Evans, Firestone, McGill, and Stumpf
 NAYS: None
 ABSENT: None

7. Public Hearing: Budget.

There are two Zoom attendees. There is one in person attendee. No questions were raised about the budget.

8. Adjourn the public hearing (7:57 PM)**A. Adjourn the Public Hearing**

MOVER: McGill
 SECONDER: Stumpf
 ACTION: ADJOURN PUBLIC HEARING
 VOTE: 5 – 0
 YEAS: Berthelot, Evans, Firestone, McGill, and Stumpf
 NAYS: None
 ABSENT: None

B. Reconvene the regular meeting (7:58 PM)

MOVER: McGill
 SECONDER: Firestone
 ACTION: RECONVENE MEETING
 VOTE: 5 – 0
 YEAS: Berthelot, Evans, Firestone, McGill, and Stumpf
 NAYS: None
 ABSENT: None

9. FYE 2022 Budget Adoption Resolution.

Adopt the budget for FYE 2022 as presented. Certify the procedure for adoption and public notice as consistent with La. R.S. 39:1305. Empower the Chair to implement the budget. Criteria for returning to Board to revise budget named.

MOVER: Stumpf
 SECONDER: Berthelot
 ACTION: ADOPT
 VOTE: 5 – 0
 YEAS: Berthelot, Evans, Firestone, McGill, and Stumpf
 NAYS: None
 ABSENT: None

10. Annual Report.

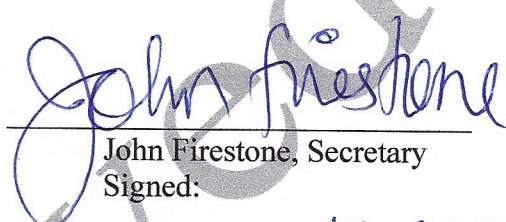
Report is still on hold. Commissioners may still send suggestions for changes.
Consider drafting a word document and sending it to the Chairman.

11. Adjourn the meeting (8:05 PM)

MOVER: Stumpf
SECONDER: Berthelot
ACTION: ADJOURN
VOTE: 5 - 0
YEAS: Berthelot, Evans, Firestone, McGill, and Stumpf
NAYS: None
ABSENT: None



Jon S. McGill, Sr., Chairperson
Signed:



John Firestone, Secretary
Signed:
Date: June 17, 2021

Appro