



## Homeowners' Association, Inc.

P.O. Box 1773  
Mango, FL 33550  
www.timberpond3.com

### HOA Board of Directors Meeting January 3<sup>rd</sup>, 2007

The meeting was held at the Cliggitt residence at 1119 Belladonna Dr. on Wednesday, January 3<sup>rd</sup>, 2007 at 7 p.m. In attendance were:

Mike Cliggitt, President  
Jackie Gales, for Kevin Gales Vice President  
Deborah Evans, Treasurer  
Caron Cole, Secretary  
Valerie Norstrem, Architectural Committee Chairperson

#### **Previous Minutes**

The December Board Meeting minutes will be approved and signed at the February meeting.

#### **Monthly Board Meeting**

It was agreed that the Board will meet once each month on the first Wednesday of each month. Approximately one week before the meeting, Mike Cliggitt will send an email and members will RSVP to determine if a quorum will be met.

#### **Correspondence**

Deborah distributed the mail that we have received.

#### **Bank Signature Cards**

There are 2 signatures required on each check paid out. Deborah has a schedule of payments. Mike and Kevin will go to the bank to get the bank signature cards set up.

#### **Website**

The Resources page of our website has been updated to reflect the current Board Officers.

#### **Christmas Lights Contest**

The judging is done and Jackie will tally the votes based on a point system. Whichever address gets the most points using 3 points for 1<sup>st</sup> choice, 2 points for 2<sup>nd</sup> choice, and 1 point for 3<sup>rd</sup> choice will win. The prize is a \$50 gift card to a local restaurant. It was discussed that a home cannot be the winner two consecutive years to allow for other homes the opportunity to win. The Architectural Committee is in charge of the light contest.

### **Newsletters / Website**

The Board decided to do 2 newsletters a year: one before the Spring Fling, and one before the November homeowner's meeting. The Board is thinking about soliciting for ads for the newsletter and also maintaining a preferred vendor list which will be featured on the website.

### **Updated Homeowner's Address/Telephone List**

Deborah has been collecting updates from homeowners with the addresses, phone numbers, and e-mail addresses as the due checks come in. If the current address list is in Works, she will convert it into Excel and e-mail a list to all of the Board members. Deborah gave Valerie the information to be compiled.

### **Reclaimed Water**

Mike shared information about his research to get reclaimed water in Timber Pond III. When the information (e.g., installation process, fees, requirements, etc.) is collated, he will share what he has learned with the Board.

### **Architectural Committee**

It was agreed that the Architectural Committee should meet once each month on the third Monday of each month. Approximately one week before the meeting, Valerie Norstrom will send an email that will identify the meeting agenda and location. The next meeting is scheduled for January 15<sup>th</sup>.

### **Financial Report**

Mike had researched that the HOA books do not need to be audited since annual budget is not \$100,000 or more. A check for \$600.00 had been signed for the palm tree trimming that was done last week. This was at a substantial savings from three estimates that were received. For the 2008 budget three estimates will be solicited in July to provide a more accurate accounting of the budget for next year.

### **Welcoming Committee**

There are new homeowners at 816 Daphne Dr. Jackie will put together a welcome package and inform the Board members of a date to welcome our new neighbors. The package will include a copy of the HOA Bi-Laws.

### **HOA Annual Dues**

Deborah has been collecting annual dues and reported that to date 69 dues have been paid.

### **Next Board Meeting**

The next Board meeting is scheduled for Monday, February 5<sup>th</sup>, 2007 at 7:00pm at Mike's house at 1119 Belladonna Dr.

The meeting was adjourned at 8:30 pm.

Notes taken by:

Minutes approved by:

---

Caron Cole, Secretary

---

Mike Cliggitt, President