

Trinity Cove Improvement Association, Inc.
Board of Directors Meeting
February 15th, 2020
Minutes

Call to Order

President, Leslie Barnard, called the meeting to order at 9:00 AM. Secretary, Vickie Ward, stated that a quorum was established. All Board Members were present. Vice-President, Wayne Palmer participated via telephone due to health issues.

Silent prayer was led by PO. Pledge of Allegiance was led by President, Leslie Barnard.

Minutes

Minutes from the January 18th, 2020 were read by Secretary, Vickie Ward. President, Leslie Barnard, motioned to approve the Minutes as read. The BOD accepted the Minutes unanimously.

Minutes from the January 30th, 2020 Executive Session were read by Secretary, Vickie Ward. The BOD accepted the Minutes unanimously except for Director, Ronald Valentine voted no to approve the Minutes.

Treasurer's Report (Don Kargel)

Treasurer, Don Kargel, read the Treasurer's Report for January 2020. President, Leslie Barnard, motioned for approval as read. The BOD accepted the Treasurer's Report unanimously.

Office Manager's Report (Sharon Deming) – Read by Sharon Deming. President, Leslie Barnard, motioned for approval as read. The BOD accepted the Office Manager's Report unanimously. (See attached report)

President's Report (Leslie Barnard) - President's notes were discussed by President, Leslie Barnard. President, Leslie Barnard, motioned for approval as read. The BOD accepted the President's Report unanimously. (See attached report)

Committee Reports

Activities Committee – Suspended

Architectural (Ronald Valentine) – No Discussion

Deed Restrictions Enforcement (Odis Murphy) – No Discussion

Road & Maintenance Report (John Deming) – Read by, John Deming. (See attached report)

Public Relations (Daniel Lee) – Not present

President, Leslie Barnard, motioned for approval of all Committee reports as read or discussed. The BOD accepted all Committee Reports unanimously.

New & Old Business:

Motion to reassignment of Director Positions due to illness and pending litigation:

Leslie Barnard – President – No Change

Richard "Wayne" Palmer – change to Director (Ongoing Illness)

John Deming - change to Vice-President

Chair of Road & Maintenance

Approved by BOD majority vote (Director - Vickie Ward, President - Leslie Barnard, Treasurer - Don Kargel and Director - Odis Murphy).

Motion to reassignment of Director Positions due to illness and pending litigation:

Don Kargel – Treasurer – No Change

Review both TCIA & Activities Committee Monthly Transactions

Odis Murphy – Director (Pending Litigation)

Vickie Ward – change to Secretary

Chair Architectural & Deed Restriction Enforcement

Sharon Deming will type drafts and final copies of Agenda and Minutes

Ronald Valentine – Director – No Change

Co-chair Architectural Enforcement

Approved by BOD majority vote (Director - Vickie Ward, President - Leslie Barnard, Treasurer - Don Kargel, Director – John Deming).

Motion for Pioneer Bank Changes Needed on Account #7234:

Richard "Wayne" Palmer change to Director

Ronald Valentine remove as Secretary

Vickie Ward add as Secretary

Approved by BOD majority vote (Director - Vickie Ward, President - Leslie Barnard, Treasurer - Don Kargel, Director - John Deming).

Motion for Pioneer Bank Changes Needed on Account – Activities Committee

Marlene Valentine – Chair – Remove

Shirley Townes – Co-chair – No change

Approved by BOD majority vote (Director - Vickie Ward, President - Leslie Barnard, Treasurer - Don Kargel, Director - John Deming, Vice-President, Wayne Palmer).

Amended Bank Changes as of 04/18/2020:

Pioneer Bank Changes Needed on Account #7234:

Richard "Wayne" Palmer – remove (deceased)

Ronald Valentine remove as Secretary

Vickie Ward - Secretary/Vice-President – Add plus debit card

Pioneer Bank Changes Needed on Account – Community Events

Marlene Valentine – Chair – Remove

Shirley Townes – Co-chair – No change

Chelsea Cook – Chair – Add plus debit card

Janelle Schmidt – Chair – Add plus debit card

Holly Burbank – Chair – Add plus debit card

Motion to change BODs Meeting to every other month, as cost saving measure and to free up weekends.

Approved by majority vote on email ballot (Treasurer – Don Kargel, Vice-President – Wayne Palmer, Director – John Deming, and President – Leslie Barnard).

Motion to approve additional retainer needed by Kerry Hagan for \$3000 to represent TCIA for current, ongoing, and future litigation.

Approved by majority vote on email ballot (Treasurer – Don Kargel, Director – John Deming, and President – Leslie Barnard, Director – Vickie Ward, Director – Odis Murphy, Director – Ronald Valentine).

Motion to approve Community Center rental rates are currently set at \$200 to rent the hall as follows:

Non-POs - \$100 deposit plus \$200 rental fee (No change)

POs - \$75 deposit plus \$50 rental fee

Approved by majority vote on email ballot (Treasurer – Don Kargel, Director – John Deming, President – Leslie Barnard, Director – Vickie Ward, Vice-President – Wayne Palmer, Director – Odis Murphy, Director - Ronald Valentine).

Motion to cap expenditure to \$2500 on Director, Odis Murphy's defense for trespassing and theft, while working as a director for TCIA.

Approved by majority vote on email ballot (Treasurer – Don Kargel, Director – John Deming, President – Leslie Barnard, Director – Vickie Ward, Vice-President – Wayne).

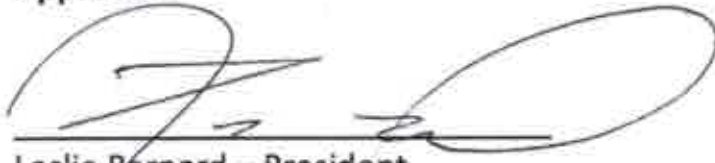
Approved – Intent to Address Board:

Tammy Rhodes access January expenditures did not match what was stated in the meeting. However, she was erroneously comparing January 2019 to January 2020.

Adjournment

President, Leslie Barnard, motioned to adjourn the meeting at 10:18 AM, which was unanimously approved by the BOD.

Approved:



Leslie Barnard – President

Deceased 04/11/2020

“Wayne” Richard Palmer – Director



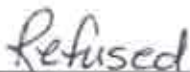
Don Kargel – Treasurer



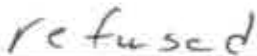
Vickie Ward – Secretary

Resigned effectively 4/18/2020

John Deming – Vice President



Odis Murphy – Director



Ron Valentine – Director

Trinity Cove Improvement Association, Inc.
Board of Directors Working Session
March 11th, 2020
Minutes

Call to Order

President, Leslie Barnard, called the meeting to order at 12:05 PM. Secretary, Vickie Ward, stated that a quorum was established. All Board Members were present except for Directors' Ronald Valentine, Odis Murphy and Wayne Palmer. Treasurer, Don Kargel signed a statement designating President, Leslie Barnard as proxy for his vote. POs Carl Schmidt and Jimmy Higgins were invited by the BODs to participate in the Working Session.

Abandoned Vehicles – Snag's Wrecker Service (Guests - Brenda & Jimmy Williams)

Abatements – EPA:

Commissioner's Court approval has been granted for the Dilapidated Travel Trailers and Abandoned Vehicles, which requires no further approval by TCIA for 15 EPA properties.

Unoccupied Lots:

Permission from TCIA Officer giving permission to remove Dilapidated Travel Trailers and Abandoned Vehicles is required. Snag's will follow state law for posting notice and assume full liability.

Occupied Lots:

TCIA will reach out to PO first, then Snag's will deal directly with PO after permission has been granted. POs refusing to grant permission will be notified through 209 violation and after 30 days will be followed by escalation to EPA for resolution of the violation. Snag's would call for LE to assist on an as needed basis.

Required signage to be posted at entrance of subdivision, which aligns with state law to be provided by Snag's Wrecker Service.

Snag's Wrecker Service will pay \$100 to \$150 (depending on condition) per abandoned vehicle for removal on abatements and/or unoccupied lots monthly. Snag's will provide statement which will be reconciled against tickets issued at time of removal.

Boats to be removed and taken to Huntsville Transfer Station by TCIA R&M staff – The BODs unanimously approved a purchase wrench from Harbor Freight not to exceed \$500 to facilitate boat removal.

Neighborhood Watch – BODs unanimously approved both Jimmy Higgins and Sam Burbank as Directors over Neighborhood Watch. Committee must follow guidelines set forth by BODs:

- DPS background check on all committee members/volunteers
- All involved with committee must go through official training from Sheriff's Office before patrolling begins
- Rosters must be submitted to the BODs
- Committee must work through BODs
- Monthly reports to BODs
- Immediate issues need to escalate up to the BODs
- Committee receives "NO" money to operate (including fuel, tires, or vehicle repairs) out of General Fund.
- No monies can be collected from POs by the Community Watch without BODs consent
- Will follow rules set forth by BODs for fund handling if collected
- Committee is part of TCIA and should be represented as such. It should operate only as a Neighborhood Watch, not meant to spread gossip, campaign info, or sales ads.
- Committee Chair and/or Directors can be appointed/removed for cause with/without BOD vote.

Dilapidated Mobile Homes/Trailers – Commissioners Court granted abatement on 15 dilapidated trailers. Road and Maintenance staff will assist if tree removal and trash removal is needed. Snag's Wrecker Service will remove abandoned vehicles. Proposals for trailer abatements are being worked on by Patrick Amid and Carl Schmidt.

Adjournment

President, Leslie Barnard, motioned to adjourn the meeting at 2:10 PM, which was unanimously approved by the BOD.

Fwd: Todays meeting

From: Leslie Barnard (lesliefb@gmail.com)
To: tcia2012@yahoo.com
Date: Wednesday, March 11, 2020, 05:26 PM CDT

FYI

----- Forwarded message -----
From: **Kathy Kargel** <kkargel@hotmail.com>
Date: Wed, Mar 11, 2020, 11:39 AM
Subject: Todays meeting
To: Leslie Barnard <lesliefb@gmail.com>

Unfortunately Don will not be able to attend todays meeting. After reviewing the agenda he feels comfortable asking Leslie to be his proxy on decisions for items listed today. Hopefully he can be brought up to speed on todays decisions tomorrow.

Thanks

Kathy

Sent from [Mail](#) for Windows 10

Approved:



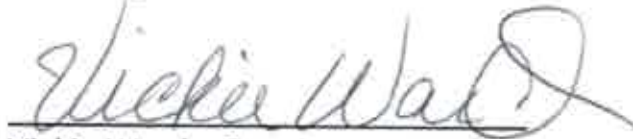
Leslie Barnard – President

Deceased 04/11/2020

Wayne Richard Palmer – Director



Don Kargel – Treasurer



Vickie Ward – Secretary

Resigned 3/12/20

John Deming – Vice President



Odis Murphy – Director

refused

Ron Valentine – Director

Summary of Activity Since Your Last Statement

Beginning Balance	2/01/20	38,222.43
Deposits / Misc Credits	13	11,702.62
Withdrawals / Misc Debits	77	22,555.53
** Ending Balance	2/29/20	27,369.52**
Service Charge		.00
Interest Paid Thru 2/29/20		2.58
Interest Paid Year To Date		4.56
Average Balance		32,585
Minimum Balance		27,361
Average Rate / Cycle Days		.10000 / 29
Enclosures		52

Summary of Activity Since Your Last Statement

Beginning Balance	3/01/20	27,369.52
Deposits / Misc Credits	12	11,762.41
Withdrawals / Misc Debits	72	15,709.92
** Ending Balance	3/31/20	23,422.01**
Service Charge		.00
Interest Paid Thru 3/31/20		2.19
Interest Paid Year To Date		6.75
Average Balance		25,818
Minimum Balance		22,552
Average Rate / Cycle Days		.10000 / 31
Enclosures		51

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

February 2020

	FEB 2020	TOTAL
Income		
49900 Maintenance Fees	-68.88	\$ -68.88
Bank Interest	2.58	\$2.58
Campground		\$0.00
RV	300.00	\$300.00
Total Campground	300.00	\$300.00
Garbage Fee	1,215.00	\$1,215.00
Maintenance Fee	8,089.07	\$8,089.07
Service/Fee Income	3.70	\$3.70
Unapplied Cash Payment Income	28.90	\$28.90
Total Income	\$9,570.37	\$9,570.37
GROSS PROFIT	\$9,570.37	\$9,570.37
Expenses		
60200 Automobile Expense		\$0.00
Lic. Plate Tags	68.75	\$68.75
Total 60200 Automobile Expense	68.75	\$68.75
63300 Insurance Expense		\$0.00
BOD Liability Ins.	1,952.61	\$1,952.61
Total 63300 Insurance Expense	1,952.61	\$1,952.61
66700 Professional Fees		\$0.00
Background Checks	30.93	\$30.93
County Clerk Office	62.00	\$62.00
Lawyers	4,050.00	\$4,050.00
Total 66700 Professional Fees	4,142.93	\$4,142.93
67200 Equipment Repairs		\$0.00
Tractor	205.44	\$205.44
Truck	41.42	\$41.42
Total 67200 Equipment Repairs	246.86	\$246.86
67200 Equipment Repairs/Backhoe	899.32	\$899.32
68100 Telephone Expense	92.82	\$92.82
68600 Utilities		\$0.00
Electric-Campground	272.85	\$272.85
Electric-Community Building	253.62	\$253.62
Electric-Dump	63.91	\$63.91
Water	224.57	\$224.57
Total 68600 Utilities	814.95	\$814.95
68610 Bank Service Charges		\$0.00
Bank Charges	142.87	\$142.87
Total 68610 Bank Service Charges	142.87	\$142.87

	FEB 2020	TOTAL
Campground Repairs		\$0.00
Bathroom	902.75	\$902.75
Total Campground Repairs	902.75	\$902.75
Dump Attendant	400.00	\$400.00
Equipment/Gradall	134.15	\$134.15
Fuel		\$0.00
Diesel	80.00	\$80.00
Gas	166.58	\$166.58
Total Fuel	246.58	\$246.58
Maintenance		\$0.00
Contract Labor	5,152.00	\$5,152.00
Supplies	400.50	\$400.50
Trash Pickup	759.43	\$759.43
Total Maintenance	6,311.93	\$6,311.93
Office Expense	162.50	\$162.50
Office Expenses	14.06	\$14.06
61700 Internet Expenses	218.55	\$218.55
64900 Supplies	60.55	\$60.55
66500 Postage	55.00	\$55.00
Contract Labor	1,215.50	\$1,215.50
Quickbooks Subscription	74.62	\$74.62
Total Office Expenses	1,638.28	\$1,638.28
Office Machines		\$0.00
Purchased	662.09	\$662.09
Total Office Machines	662.09	\$662.09
Office Machines/Lease	48.70	\$48.70
Recreation Building		\$0.00
Repairs to Building	426.98	\$426.98
Total Recreation Building	426.98	\$426.98
Road & Maintenance Fund/Port-a-jon	95.26	\$95.26
Road Maintenance		\$0.00
Road Maintenance/Supplies	0.92	\$0.92
Street Signs	2,620.50	\$2,620.50
Total Road Maintenance	2,621.42	\$2,621.42
Subscriptions	35.00	\$35.00
TRA	50.00	\$50.00
Total Expenses	\$22,096.75	\$22,096.75
NET OPERATING INCOME	\$ -12,526.38	\$ -12,526.38
NET INCOME	\$ -12,526.38	\$ -12,526.38

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

March 2020

	MAR 2020	TOTAL
Income		
49900 Maintenance Fees	-52.13	\$ -52.13
Bank Interest	2.19	\$2.19
Campground	550.00	\$550.00
RV	100.00	\$100.00
Total Campground	650.00	\$650.00
Donations		\$0.00
Donations	10.50	\$10.50
Total Donations	10.50	\$10.50
Garbage Fee	1,050.00	\$1,050.00
Recycling	80.50	\$80.50
Total Garbage Fee	1,130.50	\$1,130.50
Maintenance Fee	10,344.32	\$10,344.32
Permits		\$0.00
Architectural Permit	150.00	\$150.00
Total Permits	150.00	\$150.00
Service/Fee Income	300.00	\$300.00
Transfer Fee	450.00	\$450.00
Uncategorized Income	6.75	\$6.75
Total Income	\$12,992.13	\$12,992.13
GROSS PROFIT	\$12,992.13	\$12,992.13
Expenses		
63300 Insurance Expense		\$0.00
BOD Liability Ins.	703.39	\$703.39
Total 63300 Insurance Expense	703.39	\$703.39
66700 Professional Fees	-7.00	\$ -7.00
Background Checks	6.39	\$6.39
Total 66700 Professional Fees	-0.61	\$ -0.61
67200 Equipment Repairs		\$0.00
Air Compressor	235.18	\$235.18
Tractor	1,375.04	\$1,375.04
Trailer	8.00	\$8.00
Total 67200 Equipment Repairs	1,618.22	\$1,618.22
68100 Telephone Expense	92.82	\$92.82
68600 Utilities		\$0.00
Electric-Campground	256.72	\$256.72
Electric-Community Building	291.61	\$291.61
Electric-Dump	54.06	\$54.06
Water	217.24	\$217.24
Total 68600 Utilities	819.63	\$819.63

	MAR 2020	TOTAL
68610 Bank Service Charges		\$0.00
Bank Charges	48.77	\$48.77
Total 68610 Bank Service Charges	48.77	\$48.77
Dump Attendant	400.00	\$400.00
Fuel		\$0.00
Diesel	153.24	\$153.24
Gas	242.92	\$242.92
Total Fuel	396.16	\$396.16
Maintenance		\$0.00
Contract Labor	4,648.00	\$4,648.00
Supplies	56.78	\$56.78
Trash Pickup	759.43	\$759.43
Total Maintenance	5,464.21	\$5,464.21
Office Expenses		\$0.00
64900 Supplies	625.58	\$625.58
66500 Postage	277.40	\$277.40
Contract Labor	1,183.00	\$1,183.00
Quickbooks Subscription	74.62	\$74.62
Total Office Expenses	2,160.60	\$2,160.60
Office Machines		\$0.00
Purchased	609.45	\$609.45
Total Office Machines	609.45	\$609.45
Office Machines/Lease	48.70	\$48.70
Road & Maintenance Fund/Port-a-jon	95.26	\$95.26
Road Maintenance		\$0.00
Road Maintenance/Supplies	479.98	\$479.98
Street Signs	822.56	\$822.56
Total Road Maintenance	1,302.54	\$1,302.54
Total Expenses	\$13,759.14	\$13,759.14
NET OPERATING INCOME	\$ -787.01	\$ -787.01
NET INCOME	\$ -787.01	\$ -787.01

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

January - March, 2020

	JAN 2020	FEB 2020	MAR 2020	TOTAL
Income				
49900 Maintenance Fees	-148.43	-68.88	-52.13	\$ -269.44
49910 Returned Check Charges - Inactive	35.00			\$35.00
Bank Interest	1.98	2.58	2.19	\$6.75
Campground			550.00	\$550.00
RV	1,400.00	300.00	100.00	\$1,800.00
Total Campground	1,400.00	300.00	650.00	\$2,350.00
Correction to credit card charge	-14.06			\$ -14.06
Donations	20.00			\$20.00
Donations			10.50	\$10.50
Total Donations	20.00		10.50	\$30.50
Garbage Fee	1,215.00	1,215.00	1,050.00	\$3,480.00
Recycling			80.50	\$80.50
Total Garbage Fee	1,215.00	1,215.00	1,130.50	\$3,560.50
Maintenance Fee	38,751.79	8,089.07	10,344.32	\$57,185.18
Deposit Corrections	0.00			\$0.00
Total Maintenance Fee	38,751.79	8,089.07	10,344.32	\$57,185.18
Permits				\$0.00
Architectural Permit			150.00	\$150.00
Total Permits			150.00	\$150.00
Service/Fee Income	100.00	3.70	300.00	\$403.70
Transfer Fee	300.00		450.00	\$750.00
Unapplied Cash Payment Income	11.70	28.90		\$40.60
Uncategorized Income			6.75	\$6.75
Total Income	\$41,672.98	\$9,570.37	\$12,992.13	\$64,235.48
GROSS PROFIT	\$41,672.98	\$9,570.37	\$12,992.13	\$64,235.48
Expenses				
60200 Automobile Expense				\$0.00
Lic. Plate Tags		68.75		\$68.75
Total 60200 Automobile Expense		68.75		\$68.75
63300 Insurance Expense				\$0.00
BOD Liability Ins.	704.33	1,952.61	703.39	\$3,360.33
Total 63300 Insurance Expense	704.33	1,952.61	703.39	\$3,360.33
66700 Professional Fees			-7.00	\$ -7.00
Background Checks		30.93	6.39	\$37.32
County Clerk Office	1,468.00	62.00		\$1,530.00
Lawyers		4,050.00		\$4,050.00
Total 66700 Professional Fees	1,468.00	4,142.93	-0.61	\$5,610.32

	JAN 2020	FEB 2020	MAR 2020	TOTAL
67200 Equipment Repairs	29.99			\$29.99
Air Compressor			235.18	\$235.18
Tractor	160.65	205.44	1,375.04	\$1,741.13
Trailer			8.00	\$8.00
Truck		41.42		\$41.42
Total 67200 Equipment Repairs	190.64	246.86	1,618.22	\$2,055.72
67200 Equipment Repairs/Backhoe	153.36	899.32		\$1,052.68
68100 Telephone Expense	93.67	92.82	92.82	\$279.31
68600 Utilities				\$0.00
Electric-Campground	289.76	272.85	256.72	\$819.33
Electric-Community Building	290.55	253.62	291.61	\$835.78
Electric-Dump	61.79	63.91	54.06	\$179.76
Water	188.18	224.57	217.24	\$629.99
Total 68600 Utilities	830.28	814.95	819.63	\$2,464.86
68610 Bank Service Charges				\$0.00
Bank Charges	155.62	142.87	48.77	\$347.26
Total 68610 Bank Service Charges	155.62	142.87	48.77	\$347.26
Campground Repairs				\$0.00
Bathroom		902.75		\$902.75
Electrical	249.65			\$249.65
Total Campground Repairs	249.65	902.75		\$1,152.40
Dump Attendant	400.00	400.00	400.00	\$1,200.00
Equipment-Honda Plate Compactor	26.27			\$26.27
Equipment/Gradall		134.15		\$134.15
Fuel				\$0.00
Diesel		80.00	153.24	\$233.24
Gas	172.04	166.58	242.92	\$581.54
Total Fuel	172.04	246.58	396.16	\$814.78
Maintenance				\$0.00
Contract Labor	5,010.00	5,152.00	4,648.00	\$14,810.00
Supplies	170.11	400.50	56.78	\$627.39
Trash Pickup	759.43	759.43	759.43	\$2,278.29
Total Maintenance	5,939.54	6,311.93	5,464.21	\$17,715.68
NSF	12.00			\$12.00
Office Expense		162.50		\$162.50
Security	40.52			\$40.52
Total Office Expense	40.52	162.50		\$203.02
Office Expenses	0.00	14.06		\$14.06
61700 Internet Expenses	54.56	218.55		\$273.11
64900 Supplies	205.41	60.55	625.58	\$891.54
66500 Postage	55.00	55.00	277.40	\$387.40
Certified Letters	34.25			\$34.25
Contract Labor	1,267.50	1,215.50	1,183.00	\$3,666.00
Quickbooks Subscription	74.62	74.62	74.62	\$223.86
Total Office Expenses	1,691.34	1,838.28	2,160.60	\$5,490.22

	JAN 2020	FEB 2020	MAR 2020	TOTAL
Office Machines				\$0.00
Purchased	90.74	662.09	609.45	\$1,362.28
Total Office Machines	90.74	662.09	609.45	\$1,362.28
Office Machines/Lease	48.70	48.70	48.70	\$146.10
Property Taxes	470.26			\$470.26
ISD & Hospital Taxes	953.32			\$953.32
Total Property Taxes	1,423.58			\$1,423.58
Recreation Building				\$0.00
Repairs to Building	32.44	426.98		\$459.42
Total Recreation Building	32.44	426.98		\$459.42
Road & Maintenance Fund/Port-a-jon	190.52	95.26	95.26	\$381.04
Road Maintenance				\$0.00
Road Maintenance/Supplies	4,308.75	0.92	479.98	\$4,789.65
Street Signs		2,620.50	822.56	\$3,443.06
Total Road Maintenance	4,308.75	2,621.42	1,302.54	\$8,232.71
Subscriptions		35.00		\$35.00
Supplies/TX HOA Law	194.08			\$194.08
TRA		50.00		\$50.00
Total Expenses	\$18,416.07	\$22,096.75	\$13,759.14	\$54,271.96
NET OPERATING INCOME	\$23,256.91	\$ -12,526.38	\$ -767.01	\$9,963.52
NET INCOME	\$23,256.91	\$ -12,526.38	\$ -767.01	\$9,963.52

TRINITY COVE IMPROVEMENT ASSOCIATION
OFFICE MANAGER'S REPORT
April 18, 2020
Sharon Deming, Office Manager

- We continue to collect payments for 2020 Maintenance Fees although payments have been fewer in the past month. We deposited \$11,702.62 in February and \$11,762.41. This includes past due balances that have been paid as a result of lien notices sent and collected. We purchased a new printer/scanner/copier/fax for \$609.45 for the office because the old one would not work well and could not be updated anymore.
- Lana Schroeder has been furloughed through the summer. The office days have been changed to Tuesday through Thursday 9:00 am to 1:00 pm. Plans are to bring Lana back if needed when we begin to invoice for 2021 Maintenance Fees.
- We completed invoices for 6% past due fees and mailed all invoices by March 15. If property owners did not pay their maintenance fees by January 31st the past due charge was added to their accounts.
- We continue to initiate lien notices to those property owners who have past due balances but have not mailed them. We will wait until businesses re-open and people are able to get back to work, etc. We have not been able to process any new liens or release of liens since the County Clerk's office is closed.

Trinity Cove Improvement Association, Inc.

Board of Directors Meeting

President's Notes - Revised

April 18th, 2020

I would like to give my sincere condolences to Shirley Townes and the Palmer family for the passing of a dear friend and board member, Richard "Wayne Palmer, on Saturday April 11th, 2020. His impact on TCIA's board will be long felt by all of us for many years. Wayne will be dearly missed and his years of involvement with our community have been deeply appreciated.

(Silent prayer)

Due to Covid-19, we cut one position from the office and one position from the Road & Maintenance team as a cost-cutting measure. After the pandemic concludes, TCIA will reevaluate its needs for staffing for both office and maintenance personnel.

Resignation of Vice-President, John Deming received effectively on 04/18/2020 via letter and appointment of replacement Director, as well as Vice-President position

(Vote needed)

Resolution:

Alternative Payment Schedule Guidelines

Previously approved form(s) attached as sample

Concerning Books and Records

Previously approved form(s) attached as sample

(Vote needed to approve Resolutions to be filed at County Clerk's Office)

Email Balloting:

Jimmy Higgins wants to form and chair a Neighborhood Watch Committee:

Don Kargel – Treasurer – Approved (Conditions)

Leslie Barnard – President – Disapproved

Vickie Ward – Director – Approved (Conditions)

John Deming – Director – Approved (Conditions)

Odis Murphy – Director – Approved (Conditions)

Richard "Wayne" Palmer – Disapproved

Ronald Valentine – Director – Approved (Conditions)

Reducing cap from \$2,500 to \$1,800 for Odis Murphy's defense. If Odis Murphy is found innocent, by law, TCIA will be responsible for reimbursing out-of-pocket expenses incurred by Odis Murphy:

Don Kargel – Treasurer – Approved

Leslie Barnard – President – Approved

Vickie Ward – Director – Approved

John Deming – Director – Approved

Odis Murphy – Director – N/A

Richard "Wayne" Palmer – Disapproved

Ronald Valentine – Director – Disapproved

Requiring bank clearance for board candidates, chairs & co-chairs for restricting appointment to sensitive positions involving cash and/or potential cash handling:

Don Kargel – Treasurer – Approved

Leslie Barnard – President – Approved

Vickie Ward – Director – Approved

John Deming – Director – Approved

Odis Murphy – Director – Approved

Richard "Wayne" Palmer – Approved

Ronald Valentine – Director – Approved

Restrict appointment to key sensitive positions involving cash or potential cash handling for board candidates, chairs and & co-chairs with past due maintenance fees.

Don Kargel – Treasurer – Approved

Leslie Barnard – President – Approved

Vickie Ward – Director – Approved

John Deming – Director – Approved

Odis Murphy – Director – Approved

Richard "Wayne" Palmer – Approved

Ronald Valentine – Director – No Response

Since we have an open position on the board, I would like the current BODs to make suggestions during the next week for a possible replacement or if we should leave the position open that was held by Wayne.

ARCH- AACH-7 209 Report-
~~209~~ MARCH + APRIL
COMBINED

3 SLABS FOR MOBIL HOMES

3 SHED'S

2 FENCES

209 - WRITTEN - NONE

② WARNINGS -

Vickie Ward

For April Mtg Report -

COMMUNITY EVENTS

Ms Linda Cattlin & Hollie Burbank made and passed out Easter gifts for the kids of the Cove.

Due to the virus we have not been able to do any fundraisers or ~~of~~ events.

Hopefully we can go back to normal after the virus goes away

- Chelsie Cook
Chelsie Cook
Events Comm.

Progress Report on abandoned homes and vehicles

There is no progression to report at this time. Due to the corona virus slowing down everything. We have our signs up for the vehicles and have Snags as our main wrecker service for the progression of removing the abandoned vehicles. Also have Texas Repo Mobile Homes as our abandoned home removal service. We should be back on track with getting everything removed and done once this virus subsides. Thank you for your time

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