

Trinity Cove Improvement Association, Inc.

General Board of Directors Meeting

AGENDA

October 10th, 2020

2:00 P.M.

Call to order.

We are assembled to transact business of mutual benefit of the Trinity Cove Improvement Association. Please do not let petty jealousies or trivial personalities influence our deliberations. Let us always uphold the obligations of unselfish membership.

Notifications to address the Board, by a member in good standing, must be received no later than three days before the scheduled meeting. Forms are available in the office or by contacting a Board member.

- **Attendance, Quorum Verification**
- **Reading and Approval of the Minutes of the October 12th, 2019 Board Meeting:**
- **Treasurers Report:**
 - **Annual Profit and Loss**
 - **Annual Budget**
- **Old & New Business**
 - **Election Results**
 - **Board Convenes**
 - **Officer/Director Assignments**
 - **Write-in Background Checks Processed**
 - **Write-in Bank Clearance Forms Obtained for Potential Officer Roles and/or Handling of Cash and/or Donations**
 - **Board Reconvenes**
 - **Officer/Director Assignments Announced**
 - **Vote**
 - **To accept donation of above ground pool, as temporary solution for community enjoyment**
- **Adjournment**
- **Member's Meeting**

- Ron Valentine Director – Architectural
- Odis Murphy Director – Deed Restrictions

Director, Ron Valentine motioned to accept the new board positions as read, which was approved unanimously for the BOD. Vickie Ward abstained voting for President as Leslie Barnard and Director over Deed Restrictions as Odis Murphy.

Appointment of Committee Positions

- Activities Committee
 - Marlene Valentine (Chair)
 - Shirley Townes (Co-chair)
 - Betty Boren
- Road and Maintenance
 - John Deming (Chair)
 - Carl Schmidt (Co-chair)
- Deed Restriction Enforcement
 - Odis Murphy (Chair)
- Architectural Enforcement
 - Ronald Valentine (Chair)
- Bylaws and Deed Restriction Maintenance & Revisions
 - Annetta Elam (Chair)
 - Amended 10/25/19 – Odis Murphy (Chair)
 - Amended 10/25/19 – Remove Annetta Elam (Chair)
 - Vickie Ward (Co-chair)
- Public Relations
 - Kathy Kargel (Chair)
 - Daniel Lee (Co-chair)
 - Linda Catlin

President, Leslie Barnard motioned to accept the Committee positions as read, which was approved unanimously by the BODs. Both Secretary, Vickie Ward and Director, John Deming abstained from vote on 10/25/2019 for the amended changes to the Bylaws and Deed Restriction Maintenance & Revisions Committee.

New Business

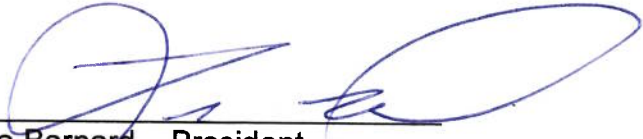
Secretary, Vickie Ward, suggested that we provide training to all BODs regarding 209s and Deed Restriction enforcement. Attorney, Kerry Hagan, suggested that he provide training for all Lake Livingston POAs at our Community Center.

Public Relations Chair, Kathy Kargel, discussed the 2017 Bylaws and Deed Restrictions verified as being ratified by the PO's via ballot, and therefore are conforming ("legal").

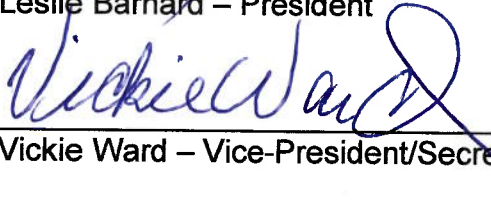
Adjournment

President, Leslie Barnard motioned to adjourn the meeting at approximately 3:15 PM, which was unanimously approved by the BOD.

Approved:



Leslie Barnard – President




Vickie Ward – Vice-President/Secretary



Don Kargel – Treasurer



David Duminie – Director



Odie A. Murphy – Director

Trinity Cove Improvement Association

PROFIT AND LOSS

October 2019 - September 2020

	TOTAL
Income	
1011 Equipment	6,300.00
49900 Maintenance Fees	-340.94
Maintenance Fee/Administrative fee-pmt plan	30.00
Total 49900 Maintenance Fees	-310.94
49910 Returned Check Charges - Inactive	60.00
Bank Interest	18.68
Campground	550.00
RV	6,944.00
Total Campground	7,494.00
Correction to credit card charge	13.96
Donations	85.00
Donations	50.50
Total Donations	135.50
Garbage Fee	13,630.00
Recycling	512.10
Total Garbage Fee	14,142.10
Maintenance Fee	131,672.24
Deposit Corrections	5.00
Total Maintenance Fee	131,677.24
Permits	
Architectural Permit	150.00
Vehicle Permit	50.00
Total Permits	200.00
Return Check Fee	52.20
Service/Fee Income	1,329.80
Services	0.25
Transfer Fee	3,600.00
Unapplied Cash Payment Income	179.73
Uncategorized Income	6.75
Total Income	\$164,899.27
GROSS PROFIT	\$164,899.27
Expenses	
60200 Automobile Expense	
Equipment-1997 Chevrolet C/K 3500	
Equipment-1997 Chevrolet C/K 3500/Repairs	103.34
Total Equipment-1997 Chevrolet C/K 3500	103.34
Insurance	319.71
Lic. Plate Tags	284.25
Total 60200 Automobile Expense	707.30

Trinity Cove Improvement Association

PROFIT AND LOSS

October 2019 - September 2020

	TOTAL
63300 Insurance Expense	319.71
BOD Liability Ins.	9,693.66
Property	3,087.17
Total 63300 Insurance Expense	13,100.54
64300 Entertainment	
Meals	15.96
Total 64300 Entertainment	15.96
66700 Professional Fees	-35.00
Background Checks	89.20
County Clerk Office	7,614.00
Lawyers	7,350.00
Title Search & Report	27.11
Total 66700 Professional Fees	15,045.31
66700 Professional Fees/Secretary of State	1.03
67200 Equipment Repairs	153.20
Air Compressor	235.18
Lawnmower	386.42
Tractor	2,453.67
Trailer	51.28
Truck	383.80
Total 67200 Equipment Repairs	3,663.55
67200 Equipment Repairs/Backhoe	1,141.68
68100 Telephone Expense	1,114.27
68600 Utilities	
Electric-Campground	2,757.96
Electric-Community Building	2,639.81
Electric-Dump	595.60
Water	2,282.26
Total 68600 Utilities	8,275.63
68610 Bank Service Charges	245.93
Bank Charges	770.68
Total 68610 Bank Service Charges	1,016.61
Campground Repairs	109.73
Bathroom	909.14
Electrical	249.65
Total Campground Repairs	1,268.52
Campground/supplies	14.06
Charitable Contributions	324.89
Dump Attendant	5,215.00
Equipment-Honda Plate Compactor	26.27

Trinity Cove Improvement Association

PROFIT AND LOSS

October 2019 - September 2020

	TOTAL
Equipment/Gradall	134.15
Fuel	
Diesel	760.74
Gas	1,792.24
Total Fuel	2,552.98
Maintenance	
Contract Labor	57,074.50
Supplies	2,633.63
Trash Pickup	9,113.16
Total Maintenance	68,821.29
NSF	12.00
Office Expense	370.50
Security	1,212.08
Total Office Expense	1,582.58
Office Expenses	14.06
61700 Internet Expenses	491.35
64900 Supplies	2,616.49
66500 Postage	1,388.35
Certified Letters	2,388.86
Contract Labor	13,252.75
Election Expenses	1,845.58
Mileage for TCIA Business	66.12
Petty Cash	168.41
Post Office Box	42.00
Printing Expenses	10.00
Quickbooks Subscription	895.44
Recording	19.97
Website	201.94
Total Office Expenses	23,401.32
Office Machines	
Purchased	1,362.28
Total Office Machines	1,362.28
Office Machines/Lease	614.60
Property Taxes	470.26
ISD & Hospital Taxes	953.32
Total Property Taxes	1,423.58
Purchases	13.96
Recreation Building	31.73
Repairs to Building	1,082.75
Total Recreation Building	1,114.48

Trinity Cove Improvement Association

PROFIT AND LOSS

October 2019 - September 2020

	TOTAL
Repair Bulkhead/Dock	14.23
Road & Maintenance Fund	6,300.00
Road & Maintenance Fund/Port-a-jon	1,047.86
Road Maintenance	763.53
Road Maintenance/Supplies	14,120.91
Road Repair	3,591.59
Street Signs	3,443.06
Total Road Maintenance	21,919.09
Subscriptions	132.35
Subscriptions/McAfee Antivirus	129.89
Subscriptions/Microsoft 365	108.24
Supplies/TX HOA Law	194.08
TRA	136.40
Unapplied Cash Bill Payment Expense	-120.12
Total Expenses	\$181,825.86
NET OPERATING INCOME	\$ -16,926.59
NET INCOME	\$ -16,926.59

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

October 2019 - September 2020

	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEP 2020	TOTAL
Income													
1011 Equipment													
49900 Maintenance Fees													
Maintenance Fee/Administrative fee-pmt plan	-41.37	-491.32	-396.85	-147.12	-69.13	-52.13	-164.20	-175.87	3,100.00	3,200.00	-62.76	716.71	\$6,300.00
Total 49900 Maintenance Fees	-41.37	-491.32	-396.85	-147.12	-69.13	-52.13	-164.20	-175.87	299.77	243.33	-62.76	716.71	\$-340.94
49910 Returned Check Charges - Inactive													
Bank Interest				35.00				25.00					\$60.00
Campground	2.89	1.45	1.15	1.98	2.58	2.19	1.90	2.08	1.30	0.76	0.40		\$18.68
RV													
Total Campground	850.00	550.00	750.00	1,400.00	300.00	100.00	900.00	400.00	775.00	680.00	139.00	100.00	\$5,944.00
Correction to credit card charge													
Donations													
Donations	28.02	-14.06	20.00										\$13.96
Total Donations	35.00	35.00	10.50	10.50	10.50	10.50	10.50	10.50	65.00	65.00	5.00	5.00	\$65.00
Garbage Fee													
Recycling	1,140.00	1,005.00	1,125.00	1,215.00	1,215.00	1,050.00	1,200.00	1,215.00	1,065.00	1,095.00	1,210.00	1,095.00	\$13,630.00
Total Garbage Fee	1,140.00	1,005.00	1,125.00	1,215.00	1,215.00	1,050.00	1,200.00	1,215.00	1,065.00	1,095.00	1,210.00	1,095.00	\$13,630.00
Maintenance Fee													
Deposit Corrections	2,772.18	19,207.40	15,983.98	38,711.78	8,097.72	10,361.42	7,121.46	7,250.10	7,717.57	4,641.51	3,673.83	6,133.29	\$131,672.24
Total Maintenance Fee	2,772.18	19,207.40	15,983.98	38,711.78	8,097.72	10,361.42	7,121.46	7,250.10	7,717.57	4,641.51	3,673.83	6,133.29	\$131,672.24
Permits													
Architectural Permit													\$0.00
Vehicle Permit													\$150.00
Total Permits													\$150.00
Return Check Fee													
Service/Fee Income													
Services	200.00	315.49	100.00	100.00	3.70	300.00	79.22	46.20	100.00		110.61	6.00	\$200.00
Transfer Fee													\$52.20
Unapplied Cash Payment Income	450.00	300.00	900.00	300.00		450.00	0.25	150.00	150.00	300.00		600.00	\$3,600.00
Uncategorized Income	1,897.50	-2,050.15	26.00	50.40	20.50	-17.10	5.18	30.00	5.40		-41.00	253.00	\$179.73
Total Income	\$7,415.20	\$18,887.87	\$18,552.90	\$41,672.98	\$9,570.37	\$12,992.13	\$9,143.61	\$8,963.29	\$13,273.64	\$10,303.60	\$5,035.08	\$9,109.00	\$164,899.27
GROSS PROFIT	\$7,415.20	\$18,887.87	\$18,552.90	\$41,672.98	\$9,570.37	\$12,992.13	\$9,143.61	\$8,963.29	\$13,273.64	\$10,303.60	\$5,035.08	\$9,109.00	\$164,899.27
Expenses													
60200 Automobile Expense													\$0.00
Equipment-1997 Chevrolet C/K 3500													\$0.00
Equipment-1997 Chevrolet C/K 3500/Repairs	97.12	6.22	6.22										\$103.34
Total Equipment-1997 Chevrolet C/K 3500	97.12	6.22	6.22										\$103.34
Insurance													
Lic. Plate Tags	319.71	75.50											\$319.71
Total 60200 Automobile Expense	416.83	75.50	6.22		68.75	68.75			78.75	61.25			\$284.25
63300 Insurance Expense													
BOD Liability Ins.	704.33	704.33	704.33	704.33	1,952.61	703.39	319.71	703.39	703.39	703.39	703.39	703.39	\$319.71
Property													\$9,693.66
Total 63300 Insurance Expense	704.33	704.33	704.33	704.33	1,952.61	703.39	1,023.10	703.39	3,087.17	703.39	703.39	703.39	\$3,087.17
Total													\$13,100.54

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH
October 2019 - September 2020

	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEP 2020	TOTAL
64300 Entertainment													\$0.00
Meals			15.96										\$15.96
Total 64300 Entertainment			15.96										\$15.96
66700 Professional Fees			-7.00										\$ -35.00
Background Checks													\$89.20
County Clerk Office													\$7,614.00
Lawyers													\$7,350.00
Title Search & Report													\$27.11
Total 66700 Professional Fees			1,355.00	1,468.00	4,142.93	-0.61	3.32	977.98	513.00	438.24	908.47	336.00	\$15,045.31
67200 Equipment Repairs													\$1.03
Air Compressor													\$153.20
Lawnmower													\$235.18
Tractor													\$386.42
Trailer													\$2,453.67
Truck													\$51.28
Total 67200 Equipment Repairs			60.32	190.64	246.86	1,616.22	183.51	73.76	335.32	414.70	198.42	159.80	\$3,683.55
68100 Telephone Expense													\$1,141.68
68600 Utilities													\$1,114.27
Electric-Campground													\$0.00
Electric-Community Building													\$2,757.96
Electric-Dump													\$2,639.81
Water													\$595.60
Total 68600 Utilities			681.98	890.28	814.95	919.63	540.27	435.06	482.73	917.36	655.81	576.44	\$8,275.63
68610 Bank Service Charges													\$245.93
Bank Charges													\$770.68
Total 68610 Bank Service Charges			110.14	155.62	142.87	48.77	54.41	136.88	145.75	72.33	72.33	40.97	\$1,016.61
Campground Repairs													\$109.73
Bathroom													\$909.14
Electrical													\$249.65
Total Campground Repairs			249.65	249.65	902.75	47.36	54.41	136.88	145.75	72.33	72.33	40.97	\$1,268.52
Campground/Supplies													\$14.06
Charitable Contributions													\$324.89
Dump Attendant													\$5,215.00
Equipment-Honda Plate Compactor													\$26.27
Equipment/Gradall													\$134.15
Fuel													\$0.00
Diesel													\$760.74
Gas													\$1,792.24
Total Fuel			282.86	172.04	246.58	396.16	67.36	108.87	83.24	206.24	136.18	70.00	\$2,552.98
Maintenance													\$0.00
Contract Labor													\$0.00
Supplies													\$57,074.50
Trash Pickup													\$2,633.63
Total Maintenance			6,398.08	5,989.54	6,811.93	5,464.21	5,402.40	4,221.94	4,323.09	6,098.89	5,035.82	5,205.29	\$88,821.29
NSF													\$12.00

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

October 2019 - September 2020

	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEP 2020	TOTAL
Office Expense													
Security		208.00	94.15	40.52	162.50		106.25			95.58	827.22	48.36	\$370.50
Total Office Expense		208.00	94.15	40.52	162.50		106.25			95.58	827.22	48.36	\$1,582.58
Office Expenses													\$14.06
61700 Internet Expenses	109.12	54.56	54.56	0.00	14.06								\$491.35
64900 Supplies	229.51	58.12	261.54	205.41	218.55	625.58	276.38	94.71	472.28	242.92	89.49		\$2,616.49
66500 Postage	440.00			55.00	55.00	277.40		5.00	5.95		550.00		\$1,388.35
Certified Letters	267.30	515.20	267.15	34.25			215.45	145.95	145.95	272.11	98.85	426.65	\$2,388.86
Contract Labor	1,880.50	1,105.00	1,062.75	1,267.50	1,215.50	1,183.00	732.25	676.00	676.00	880.75	1,072.50	1,501.00	\$13,252.75
Electric Expenses										296.19	1,529.07	20.32	\$1,845.58
Mileage for TCIA Business										66.12	168.41		\$66.12
Petty Cash									42.00				\$168.41
Post Office Box													\$42.00
Printing Expenses										10.00			\$10.00
Quickbooks Subscription									74.62	74.62	74.62	74.62	\$695.44
Recording	74.62		74.62	74.62	74.62	74.62	74.62	74.62	74.62				\$19.97
Recording	19.97												\$19.97
Website		201.94											\$201.94
Total Office Expenses	3,021.02	2,009.44	1,720.62	1,691.34	1,638.28	2,160.60	1,288.70	966.28	1,416.80	1,842.71	3,582.94	2,022.59	\$23,401.32
Office Machines													\$0.00
Purchased													\$0.00
Total Office Machines													\$0.00
Office Machines/Lease													\$1,362.28
Property Taxes	48.70	48.70	48.70	48.70	48.70	48.70	48.70	48.70	78.90	48.70	48.70	48.70	\$614.60
ISD & Hospital Taxes													\$470.26
Total Property Taxes	48.70	48.70	48.70	48.70	48.70	48.70	48.70	48.70	78.90	48.70	48.70	48.70	\$953.32
Purchases		13.96											\$13.96
Recreation Building													\$31.73
Repairs to Building		265.32	31.73	32.44	426.98	609.45							\$1,082.75
Total Recreation Building	48.70	265.32	119.02	32.44	426.98	609.45	48.70	48.70	78.90	48.70	48.70	48.70	\$1,114.48
Repair Bulkhead/Dock													\$14.23
Road & Maintenance Fund													\$6,300.00
Road & Maintenance Fund/Port-a-jon													\$1,047.86
Road Maintenance		763.53	95.26	190.52	95.26	95.26	95.26	95.26	95.26	95.26	95.26	95.26	\$763.53
Road Maintenance/Supplies	94.95	1,236.62	3,114.64	4,308.75	0.92	479.98	1,310.25	1,215.57	30.00	828.39	1,455.84	45.00	\$14,120.91
Road Repair		2,896.22	-431.11							1,126.48			\$3,591.59
Street Signs													\$3,443.06
Total Road Maintenance	94.95	4,898.37	2,683.53	4,308.75	2,621.42	1,302.54	1,310.25	1,215.57	30.00	1,954.87	1,455.84	45.00	\$21,919.09
Subscriptions													\$132.35
Subscriptions/McAfee Antivirus													\$129.89
Subscriptions/Microsoft 365													\$108.24
Supplies/TX HOA Law													\$194.08
TRA				194.08									\$194.08
Unapplied Cash Bill Payment Expense													\$136.40
Total Expenses	\$12,960.92	\$21,163.28	\$16,767.54	\$18,416.07	\$22,066.75	\$13,789.14	\$10,726.35	\$9,536.45	\$12,417.43	\$19,849.51	\$14,037.01	\$10,076.41	\$-120.12
NET OPERATING INCOME	\$-5,545.72	\$-2,295.41	\$1,764.76	\$23,256.91	\$-12,526.38	\$-767.01	\$-1,582.54	\$-573.16	\$858.21	\$-9,545.91	\$-9,001.93	\$-988.41	\$-16,928.59
NET INCOME	\$-5,545.72	\$-2,295.41	\$1,764.76	\$23,256.91	\$-12,526.38	\$-767.01	\$-1,582.54	\$-573.16	\$858.21	\$-9,545.91	\$-9,001.93	\$-988.41	\$-16,928.59

Trinity Cove Improvement Association
Budgeted Profit and Loss by Year
2020-2021 Budget

	<u>2020</u>	
Income		
Bank Interest	50	
Campground	5,500	
Donations	250	
Garbage Fee	14,500	
Maintenance Fee	130,000	
Permits	250	
Return Check Fee	100	
Service/Fee Income	1,500	
Transfer Fee	3,500	
Total Income	155,650	-
Gross Profit	155,650	-
Expenses		
60200 Automobile Expense	1,000	
63300 Insurance Expense	12,000	
66700 Professional Fees	8,000	
68100 Telephone Expense	1,200	
68600 Utilities	8,000	
68610 Bank Service Charges	800	
Dump Attendant	5,500	
Fuel	2,500	
Maintenance & Road	80,000	
Office Expense	25,000	
Office Machines	2,000	
Property Taxes	1,500	
Recreation Building	1,500	
Campground Repairs	1,500	
Equipment Repairs	5,000	
TRA	150	
Total Expenses	155,650	-
Net Operating Income	0	-
Net Income	0	-