

Trinity Cove Improvement Association, Inc.

Board of Directors Meeting

AGENDA

May 22nd, 2021

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; Pledge of Allegiance, Prayer
- Reading and Approval of the Minutes of the March 20, 2021 Board Meeting
- Treasurer's Report: Leslie Barnard
- Office Manager Report: Sharon Deming
- President's Report – Vickie Ward
- Special Projects, Vehicle Stickers - Leslie Barnard

- Resolution Review
- Committee Reports
 - Deed Restrictions Enforcement (Vickie Ward/Paul Estrada)
 - Architectural (Vickie Ward)
 - Road & Maintenance Report (Carl Schmidt)
 - Community Events (Janelle Schmidt & CE Accounting, Vince Bozo - Chair)
Complete Report on all future and large community fund raising.
 - Abatements/Special Projects (Josh Amat - Chair)

 - TCIA Community Water Committee – City of Trinity Report (Pete Wynn BOD,
Linda Catlin-Chair)

Trinity Cove Improvement Association, Inc.
Board of Directors Meeting
March 20, 2021
Minutes

Call to Order

President, Vickie Ward, called the meeting to order at 09:12 AM. Vice President, Leslie Barnard, stated a quorum was established. All Board Members were present except David Duminie and Roger Stansberry.

Prayer was led by President Vickie Ward, Pledge of Allegiance was led by President, Vickie Ward.

Minutes

Minutes from the January 16, 2021 were read by Vice-President, Leslie Barnard. The BOD accepted the Minutes unanimously as read.

Treasurer's Report (Leslie Barnard)

Vice President, Leslie Barnard, read the Treasurer's Reports for Jan and Feb 2021. President, Vickie Ward, motioned for approval as read. The BODs accepted the Treasurer's report unanimously as read.

Office Manager's Report (Sharon Deming) – Vice-President, Leslie Barnard, read the Office Manager's Report. The BODs accepted the Office Manager's Report unanimously as read.

President's Report (Vickie Ward) – President, Vickie Ward read the President's Report for March 2021. President, Vickie Ward, motioned for approval as read. The BODs accepted the President's Report unanimously as read.

Committee Reports

Community Events (Janelle Schmidt) – As Read (see attached report)

Architectural (Vickie Ward/Roger Stansberry)

President Vickie Ward discussed the need to still get with Roger so she could train him Architectural.

Deed Restrictions Enforcement (Vickie Ward/Paul Estrada)

President Vickie Ward and Director Paul Estrada have been working on 209s and EPA violations. President Vickie Ward Will email them to board members for approval.

Road and Maintenance Report (Carl Schmidt)

Road material has been ordered.

Abatements/Special Projects (David Duminie/Josh Amat -Chair)

Mr. Clifford has not been living up to our agreement and we will be looking for another scrapper.

Water Committee (Pete Wynn) – As Read (see attached)

All Committee reports where unanimously approved.

New & Old Business

Vehicle Stickers

Vice President Leslie Barnard talked about the vehicle stickers. The stickers are in and are LEO compliant. Notices will be posted, and we would like to start the program May or June 1st. May set up a table to stop and hand out stickers up by the Trinity Cove Wall. Signs stating the Trinity Cove is access controlled will be purchased.

Resolutions

Vice President Leslie Barnard spoke about the resolutions that were sent to the attorney. She stated our attorney has been ill and she has not received anything new.

Work Session

A work session will be set up for April 10, 2021 topics of discussions will be:

Roads and Ditches

Abatements

209's

Pool

Letter from Susan Martin

The board received a letter from Susan Martin asking if her annual maintenance fees could be used around her home in Section 10. The board agrees we can not target specific property owner's maintenance fees to specific projects. President Vickie Ward stated she would go to section 10 and see what we can do.

Request to Address the Board

Resident Jimmy Kieborz addressed the board about his dislike of the Facebook group called Trinity Cove is a Shithole. He feels it is very derogatory toward the community and he for one is very proud of the direction the "Cove is going and there are wonderful people living here.

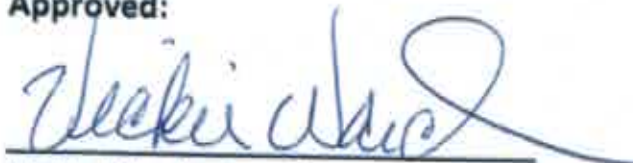
Resident Jimmy Kieborz addressed the board about having a fish fry to start collecting money for road repairs.

Resident Jimmy Kieborz Addressed the board about building a fishing cleaning station and fishing dock on the Community Center side of the cove. All materials and labor will be donated.

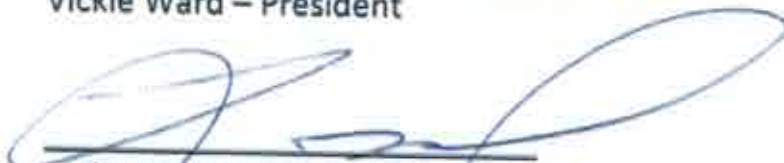
Adjournment

President, Vickie Ward, motioned to adjourn the meeting at 10:35 AM, which was unanimously approved by the BOD.

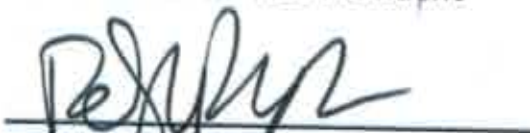
Approved:



Vickie Ward - President



Leslie Barnard - Vice-President



Pete Wynn - Secretary

resigned LTB

David Duminie - Director

resigned LTB

Roger Stansberry - Director

Paul A. Estrada

Paul Estrada - Director

Trinity Cove Improvement Association

Profit and Loss

March 2021

	TOTAL
Income	
49900 Maintenance Fees	-211.56
Bank Interest	1.39
Campground	
RV	467.00
Total Campground	467.00
Donations	
Donations	20.00
Total Donations	20.00
Garbage Fee	1,305.00
Maintenance Fee	8,743.70
Permits	
Architectural Permit	50.00
Total Permits	50.00
Service/Fee Income	100.00
Services	0.91
Transfer Fee	150.00
Unapplied Cash Payment Income	24.00
Total Income	\$10,650.38
GROSS PROFIT	\$10,650.38
Expenses	
60200 Automobile Expense	
Insurance	353.91
Lic. Plate Tags	68.75
Total 60200 Automobile Expense	422.66
63300 Insurance Expense	
BOD Liability Ins.	834.69
Total 63300 Insurance Expense	834.69
66700 Professional Fees	
County Clerk Office	-7.00
Total 66700 Professional Fees	204.00
68100 Telephone Expense	197.00
68600 Utilities	95.18
Electric-Campground	135.88
Electric-Community Building	320.02
Electric-Dump	31.24
Water	123.00
Total 68600 Utilities	610.14

Trinity Cove Improvement Association

Profit and Loss

March 2021

	TOTAL
68610 Bank Service Charges	
Bank Charges	115.12
Total 68610 Bank Service Charges	115.12
Campground Repairs	
Electrical	82.91
Plumbing	302.76
Total Campground Repairs	385.67
Dump Attendant	500.00
Fuel	
Diesel	58.82
Total Fuel	58.82
Maintenance	
Contract Labor	3,094.00
Supplies	90.70
Trash Pickup	1,089.27
Total Maintenance	4,273.97
Office Expense	
Security	48.71
Total Office Expense	48.71
Office Expenses	
64900 Supplies	404.85
66500 Postage	275.00
Certified Letters	35.65
Contract Labor	1,615.25
Petty Cash	92.17
Quickbooks Subscription	74.62
Total Office Expenses	2,497.54
Office Machines/Lease	48.70
Road & Maintenance Fund/Port-a-jon	95.26
Road Maintenance	
Road Repair	1,429.13
Total Road Maintenance	1,429.13
Subscriptions	14.06
Total Expenses	\$11,626.65
NET OPERATING INCOME	\$ -976.27
NET INCOME	\$ -976.27

Trinity Cove Improvement Association

Profit and Loss

April 2021

	TOTAL
Income	
49900 Maintenance Fees	-215.21
Bank Interest	1.32
Campground	
RV	100.00
Total Campground	100.00
Donations	
Donations	5.18
Total Donations	5.18
Garbage Fee	1,302.00
Maintenance Fee	8,606.52
Permits	
Architectural Permit	150.00
Total Permits	150.00
Transfer Fee	1,300.00
Unapplied Cash Payment Income	115.91
Total Income	\$11,365.72
GROSS PROFIT	\$11,365.72
Expenses	
63300 Insurance Expense	
BOD Liability Ins.	
Property	834.69
Total 63300 Insurance Expense	-211.28
623.41	
66700 Professional Fees	
Background Checks	
County Clerk Office	6.64
Total 66700 Professional Fees	60.00
66.64	
68100 Telephone Expense	
68600 Utilities	97.58
Electric-Campground	
Electric-Community Building	182.53
Electric-Dump	281.04
Water	27.24
Total 68600 Utilities	131.06
621.87	
68610 Bank Service Charges	
Bank Charges	
Total 68610 Bank Service Charges	192.74
192.74	
Campground Repairs	
Bathroom	2,000.00
Total Campground Repairs	16.23
2,016.23	

Trinity Cove Improvement Association

Profit and Loss

April 2021

	TOTAL
Dump Attendant	400.00
Fuel	
Diesel	143.02
Gas	142.92
Total Fuel	285.94
Maintenance	
Contract Labor	3,377.00
Supplies	76.73
Trash Pickup	1,054.85
Total Maintenance	4,508.58
Office Expense	
Security	207.04
Total Office Expense	207.04
Office Expenses	
64900 Supplies	263.99
Certified Letters	67.50
Contract Labor	1,586.00
Quickbooks Subscription	74.62
Refund	40.05
Total Office Expenses	2,032.16
Office Machines/Lease	48.70
Road & Maintenance Fund/Port-a-jon	95.26
Road Maintenance	
Road Maintenance/Supplies	15.00
Total Road Maintenance	15.00
Subscriptions	14.06
Total Expenses	\$11,225.21
NET OPERATING INCOME	\$140.51
NET INCOME	\$140.51

Trinity Cove Improvement Association

Profit and Loss by Month

January - April, 2021

	JAN 2021	FEB 2021	MAR 2021	APR 2021	TOTAL
Income					
49900 Maintenance Fees	-660.50	50.56	-211.56	-215.21	\$ -1,036.71
Bank Interest	1.47	2.05	1.33	1.32	\$6.17
Campground					\$0.00
RV	100.00	24.00	467.00	100.00	\$691.00
Total Campground	100.00	24.00	467.00	100.00	\$691.00
Donations		3.50			\$3.50
Donations		20.00	20.00	5.18	\$45.18
Total Donations		23.50	20.00	5.18	\$48.68
Garbage Fee	1,390.00	1,378.69	1,305.00	1,302.00	\$5,375.69
Maintenance Fee	39,350.94	8,077.73	8,743.70	8,606.52	\$64,778.89
Permits					\$0.00
Architectural Permit	100.00		50.00	150.00	\$300.00
Total Permits	100.00		50.00	150.00	\$300.00
Service/Fee Income	100.00		100.00		\$200.00
Services			0.91		\$0.91
Transfer Fee	380.00	1,200.00	150.00	1,300.00	\$3,030.00
Unapplied Cash Payment Income	9.77		24.00	115.91	\$149.68
Total Income	\$40,771.68	\$10,756.53	\$10,650.38	\$11,365.72	\$73,544.31
GROSS PROFIT	\$40,771.68	\$10,756.53	\$10,650.38	\$11,365.72	\$73,544.31
Expenses					
60200 Automobile Expense					\$0.00
Insurance			353.91		\$353.91
Lic. Plate Tags			68.75		\$68.75
Total 60200 Automobile Expense			422.66		\$422.66
63300 Insurance Expense					\$0.00
BOD Liability Ins.	703.39	2,264.91	834.69	834.69	\$4,637.68
Property				-211.28	\$ -211.28
Total 63300 Insurance Expense	703.39	2,264.91	834.69	623.41	\$4,426.40
66700 Professional Fees					\$ -7.00
Background Checks	3.32			6.64	\$9.96
County Clerk Office	390.00	302.00	204.00	60.00	\$956.00
Lawyers	-100.00	4,049.00			\$3,949.00
Notary		99.95			\$99.95
Total 66700 Professional Fees	293.32	4,450.95	197.00	66.64	\$5,007.91
67200 Equipment Repairs					\$0.00
Pole Saw		10.00			\$10.00
Tractor		80.00			\$80.00
Truck		71.15			\$71.15
Total 67200 Equipment Repairs		161.15			\$161.15

Trinity Cove Improvement Association

Profit and Loss by Month

January - April, 2021

	JAN 2021	FEB 2021	MAR 2021	APR 2021	TOTAL
68100 Telephone Expense	98.97	99.97	95.18	97.58	\$391.70
68600 Utilities					\$0.00
Electric-Campground	107.71	95.44	135.88	182.53	\$521.56
Electric-Community Building	319.13	306.37	320.02	281.04	\$1,226.56
Electric-Dump	30.52	28.87	31.24	27.24	\$117.87
Water	129.44	123.00	123.00	131.06	\$506.50
Total 68600 Utilities	586.80	553.68	610.14	621.87	\$2,372.49
68610 Bank Service Charges					\$0.00
Bank Charges	101.00	130.98	115.12	192.74	\$539.84
Total 68610 Bank Service Charges	101.00	130.98	115.12	192.74	\$538.84
Campground Repairs				2,000.00	\$2,000.00
Bathroom				16.23	\$16.23
Electrical			82.91		\$82.91
Plumbing			302.76		\$302.76
Total Campground Repairs			385.67	2,016.23	\$2,401.90
Dump Attendant	390.00	350.00	500.00	400.00	\$1,640.00
Fuel					\$0.00
Diesel	65.00	65.00		143.02	\$273.02
Gas	80.31	52.71	58.82	142.92	\$334.78
Total Fuel	145.31	117.71	58.82	285.94	\$607.78
Maintenance					\$0.00
Contract Labor	2,688.00	2,072.00	3,094.00	3,377.00	\$11,231.00
Supplies	-35.55	166.55	50.65	76.73	\$258.38
Trash Pickup	1,354.04	1,089.27	1,089.27	1,054.85	\$4,587.43
Total Maintenance	4,006.49	3,327.82	4,233.92	4,508.58	\$16,078.81
Office Expense					\$0.00
Security		24.37	48.71	207.04	\$280.12
Total Office Expense		24.37	48.71	207.04	\$280.12
Office Expenses					\$0.00
64900 Supplies	278.03	37.64	404.85	263.99	\$984.51
66500 Postage			275.00		\$275.00
Advertising	290.00				\$290.00
Certified Letters		30.55	35.65	67.50	\$133.70
Contract Labor	718.25	832.00	1,615.25	1,586.00	\$4,751.50
Petty Cash	-0.05		92.17		\$92.12
Printing Expenses	215.11				\$215.11
Quickbooks Subscription	74.62	74.62	74.62	74.62	\$298.48
Refund				40.05	\$40.05
Total Office Expenses	1,575.96	974.81	2,497.54	2,632.16	\$7,080.47
Office Machines/Lease	48.70	48.70	48.70	48.70	\$194.80

Trinity Cove Improvement Association

Profit and Loss by Month

January - April, 2021

	JAN 2021	FEB 2021	MAR 2021	APR 2021	TOTAL
Property Taxes					\$0.00
ISD & Hospital Taxes	1,710.99	-189.63			\$1,521.36
Total Property Taxes	1,710.99	-189.63			\$1,521.36
Road & Maintenance Fund/Port-a-jon	95.26	95.26	95.26	95.26	\$381.04
Road Maintenance					\$0.00
Road Maintenance/Supplies	62.99	45.00		15.00	\$122.99
Road Repair			1,429.13		\$1,429.13
Total Road Maintenance	62.99	45.00	1,429.13	15.00	\$1,552.12
Subscriptions	14.06	14.06	14.06	14.06	\$56.24
Subscriptions/McAfee Antivirus	59.53				\$59.53
Subscriptions/Newspaper	40.00				\$40.00
Total Expenses	\$9,932.77	\$12,469.74	\$11,586.60	\$11,225.21	\$45,214.32
NET OPERATING INCOME	\$30,838.91	\$-1,713.21	\$-938.22	\$140.51	\$28,329.99
NET INCOME	\$30,838.91	\$-1,713.21	\$-938.22	\$140.51	\$28,329.99

January 2021 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	1/01/21	21,634.26
Deposits / Misc Credits	21	36,321.35
Withdrawals / Misc Debits	61	7,937.60
** Ending Balance	1/31/21	50,018.01**
Service Charge		.00
Interest Paid Thru 1/31/21		1.47
Interest Paid Year To Date		1.47
Average Balance		34,622
Minimum Balance		23,317
Average Rate / Cycle Days		.05000 / 31
Enclosures		34

February 2021 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	2/01/21	50,018.01
Deposits / Misc Credits	11	16,934.75
Withdrawals / Misc Debits	54	11,080.36
** Ending Balance	2/28/21	55,872.40**
Service Charge		.00
Interest Paid Thru 2/28/21		2.05
Interest Paid Year To Date		3.52
Average Balance		57,452
Minimum Balance		47,808
Average Rate / Cycle Days		.04642 / 28
Enclosures		29

March 2021 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	3/01/21	55,872.40
Deposits / Misc Credits	17	10,755.70
Withdrawals / Misc Debits	63	14,498.20
** Ending Balance	3/31/21	52,129.90**
Service Charge		.00
Interest Paid Thru 3/31/21		1.33
Interest Paid Year To Date		4.85
Average Balance		52,145
Minimum Balance		50,701
Average Rate / Cycle Days		.03000 / 31
Enclosures		42

April 2021 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	4/01/21	52,129.90
Deposits / Misc Credits	19	11,730.63
Withdrawals / Misc Debits	78	11,977.07
** Ending Balance	4/30/21	51,883.46**
Service Charge		.00
Interest Paid Thru 4/30/21		1.32
Interest Paid Year To Date		6.17
Average Balance		53,680
Minimum Balance		51,882
Average Rate / Cycle Days		.03000 / 30
Enclosures		37

TRINITY COVE IMPROVEMENT ASSOCIATION
OFFICE MANAGER'S REPORT
May 22, 2021
Sharon Deming, Office Manager

- We have completed invoicing for late fees on past due balances. The last invoices were sent out April 2nd.
- Deposits for March totaled \$10,755.70. Deposits for April totaled \$11,730.63.
- Office expenses for **March** total \$2405.37.
 - QuickBooks subscription \$74.62
 - Contract labor \$1615.25
 - Supplies \$404.85
 - Postage for invoicing late fees \$275.00
 - Certified Letters \$35.65
- Utility expenses total \$705.32
 - Electric \$487.14 (campground, rec bldg., & dump)
 - Water \$123.00 (campground, rec bldg., & dump)
 - Telephone expense total \$95.18
- Auto insurance was paid for 6 months \$353.91
- Office expenses for **April** total \$1992.11.
 - QuickBooks subscription \$74.62
 - Contract labor \$1586.00
 - Supplies \$263.99
 - Certified Letters \$67.50
- Utility expenses total \$719.45
 - Electric \$490.81 (campground, rec bldg., & dump)
 - Water \$131.06 (campground, rec bldg., & dump)
 - Telephone expense total \$97.58

- As of March 31st the Pool Fund Account balance is \$301.20, and the Road & Maintenance Fund balance is \$9711.84.
- We have issued Chapter 209 Violation Notices in April as follows:
 - 2 Architectural Violations (no permit and/or did not abide by permit instructions)
 - 1 Skirting Violation
 - 5 Abandon Vehicle Violations
 - 4 Garbage Violations
- We have also issued 3 Cease & Desist Letters. 2 were for operating commercial business from property and 1 was for obstructing drainage in TCIA easement.
- 3 Liens have been released as accounts have been paid in full.
- 1 Lien has been filed and another is waiting for the 30-day cure date for payment. If not paid, we will file a lien on that property.

Approved
5/22

May Community Events Report

Since the last report, Community Events has been busy. On April 24th, Events held a Memorial benefit fish fry for the family of Donnie Thomas to help with funeral costs. Events used funds from the Community Events account to purchase a commercial gas fryer which can now be used for future dinners. A complete record of the benefit is included with this report. A HUGE Thank You goes out to Jim Kieborz - for suggesting the benefit and providing pounds of fish. Donations of supplies and baked goods made this benefit successful along with the hard work of Jim Kieborz, Don Hardin, Vince Bozzo, Jim Kempfe, Kathy Kargel, Vera Kieborz and Mimi Bozzo.

On May 14th and May 15th the Events Committee held an indoor Yard Sale. Donations from property owners were assembled on tables inside the community center during the week by volunteers Vera Kieborz and Vickie Bettis and the Events Committee. THANK YOU to everyone who supported our sale with a special thanks to Mrs. Rita Gibson for taking money and keeping a good record of sales receipts. The Events Committee made roughly \$838 on the two day sale.

The community center was also rented out once during May to a property owner for a private event.

Discussion was held among volunteers at coffee for possible future events for the community as fund raisers as well as for entertainment. As covid restrictions have been lifted, more events will be scheduled as well as holiday meals and celebrations.

Janelle Schmidt
5/20/21