TVHA Quarterly Board Meeting Agenda
August 31, 2026 at 5:30 p.m. (Bay Club Classroom)
Published to community August 17, 2026

1. Call to order and preliminary matters. Determine Quorum, Approve Agenda, Approve Minutes (June 8 Quarterly Board Meeting).

2. Introduce board and welcome residents. Address format for this meeting.

3. Community comment opportunity. Fifteen minutes total, two minutes per speaker. Comments may be deferred to subject matter discussion.

4. Officer Election –MOTION to reelect Board Members to the officer and committee positions held during prior fiscal year: Virginia Vroegop, President; Gail DeLuke, Vice President and VMC Chair; Verba Abbott, Secretary and Greeter Chair; Ann Louise Maynard, Treasurer and Finance Committee Chair; Sue Cross, Member at Large and ARC Chair.

5. Officer and committee reports

A. President – Updates: (1) Presidents Group Template Initiative (governing Documents rewrite); (2) Board workshop 8/3/26; (3) EOY financial reports; (4) Bookkeeper resignation and website issues (will discuss options going forward in new business).

B. Vice President & VMC Chair – (1) Spinnaker cleanup (reserve fund expense, authorized up to $4,000, actual $1.638; (2) annual pond work; (3) top of Timberton clean up (volunteers); (4) planned removal of downed tree on Timber Meadow.

Pond Steward Report – Expert Consultation status (previously approved up to $3,500); Meeting with OWSI rep re sump cleaning and estimate.

C. Treasurer – Dues status; EOY financial reports posted.

D. Secretary – Contact update project status, improved record keeping method (notebook)

E. ARC Chair – Recent applications.

6. Old Business

Meeting Schedule for FY 2026-27 – posted on website

R**CW 64.90** – Template Initiative – Status and benefits. **MOTION**: Approve participation in Presidents Group Template Initiative, signing of engagement letter with firm, and contingency fund transfers for template cost-share, customizing and bylaws (authorize up to 8,000). Actual distributions must be approved by unanimous written approval by board (email or signature) as expenses come due.

7. New Business

A. Approval of future minutes – MOTION to authorize future minutes approvals as "ministerial matters," requires unanimous written approval of board before posting as **final**. Recommend this be subject to community request for correction within fourteen days of posting.

B. Bookkeeper & Website Replacement – Current bookkeeper has resigned effective 9/30/26 (will complete August financials and tax filing) and website is failing. **Anticipated MOTION(s)** to approve purchase and implementation of combined web-based system for both: PayHOA (estimated cost $98/month) or similar and to pay for set up assistance if needed up to combined expense previously budgeted for bookkeeping and website expense **OR** hiring of replacement bookkeeper (Marie Osborne) and separate web-only platform. Final selection of web-based system and payment for assistance subject to ministerial vote of board.

C. Insurance Modification – MOTION to authorize board to modify insurance coverage to CAU-only (due to resignation of uninsured bookkeeper) and to return to $2 million for *both* primary policy (liability and property) and errors and omissions if can cover within budget. Final selection of insurance policies subject to ministerial vote of board.

D. Pond Expense - MOTION to approve expenditure of up to $1,000 from reserve funds for sump clean out.

E. Reserve Study – **MOTION** to authorize board to hire expert for reserve study work using three-year averaging contract offered by Associated Reserves (professional study with site visit first year, professional updates next two years). Estimated cost per year: $800-900. Final approval of contract subject to ministerial vote of board.

Next Quarterly Meeting – December 7, 2026, 5:30 p.m.

Adjournment