

Timberlake Owners Association, Inc.

c/o Elim Services, 1941 Mayport Road, Atlantic Beach, FL 32233 (904) 241-8886



NOTICE OF BOARD OF DIRECTORS MEETING

NOTICE IS HEREBY GIVEN, in accordance with the Bylaws of Timberlake Owners Association, Inc., that there will be a meeting of the Board of Directors for The Timberlake Owner Association, Inc at the following date, time, and place:

Date: 6/26/25

Time: 6:00 PM – 8:00 PM

Place: Zoom Meeting <https://us06web.zoom.us/j/3370305373?omn=82740538597>

Meeting ID: 337 030 5373 | One tap mobile +1(305) 224-1968

(Meeting is via Zoom. Elim's Physical Office Location – 1941 Mayport Road, Atlantic Beach, FL 32233)

BOD Meeting Agenda:

1. Call to order.
2. Establish Quorum
3. Review and Approval previous Minutes
4. New Business
 - a. Acceptance of April Redmond's Resignation from the Board (moving from neighborhood)
 - b. 2025 BOD Election Procedures
 - c. ARC Committee Composition
 - d. Rules and Regulations
 - 1)Overall Procedures Discussion
 - 2)Enforcement Initiatives Review and Next Steps
 - 3)Other
 - e. Contract Renewal – Amenity Center Cleaning Contract
 - f. Community Communications
 - g. Confirmation of future 2025 meeting dates (proposed: Oct. 23; Dec. 18)
 - h. Other New Business (if applicable)
5. Old Business:
 - a. Overall Community Maintenance Updates (New & Existing)
 - 1)Pool Repair Update
 - 2)Amenity Center - General
 - 3)Spring Pressure Washing
 - 4)Front Entrance Lights
 - 5)Pond Weir Structure Repair & Maintenance
 - 6)Road Maintenance Discussion
 - 7)Other
 - 8)Completed Maintenance Items Review (Fence Repair, Mulch Replacement, Ent Signs, amenity center, tow signs installed, etc.)
 - b. Website – Update (Community Access & Website Registration Transfer Update)
 - c. Amenity Center Monitoring System
 - d. Cash Accounting Discussion (cont'd discussion from 2024 Financial Review)
6. Open Forum Time Permitting

Contact Information:

- Our neighborhood is deed restricted. A copy of our governing documents is available at www.ElimServices.com Click on "My Community" and search for Timberlake.
- If you need an estoppel or information for a sale, please go to our website and complete the online request.
- If you have a request regarding ARB's please email your inquiry to ARB@ElimServices.com
- If you have a request regarding assessments or a statement, please contact AR@ElimServices.com
- For other needs, please contact the office, M-F, 9 to 5, at Info@ElimServices.com
- As always, association **emergencies** should be directed to the 24/7 office line 904-241-8886.