

Whitney Oaks

Board of Directors Meeting
Rocklin Event Center
2650 Sunset Blvd
Rocklin, CA 95677
Meeting Minutes – January 3, 2024

I. Call to Order

The meeting was called to order by President Jordan 6:03 PM at the Gables at Rocklin Library

Directors Present:

Rick Jordan, President
Rosalie Hayman, Vice President
Mike Miles, Treasurer
Richard Campbell, Secretary
Phil Johnson, Director

The Management Trust

Tasha Romine, PCAM

A. Confirmation of Agenda Posting

Management confirmed that agendas were posted in accordance with civil code requirements.

II. Executive Session Disclosure / Summary

Management noted that the Board of Directors held an Executive Session on the dates noted below to discuss vendor contracts, legal matters, and homeowner account and compliance issues.

- November 7, 2023
- December 5, 2023

III. Consent Agenda

Consent agenda items do not require discussion or debate; they are routine procedures or already have unanimous consent. The consent agenda allows the Board of Directors to approve all items together without discussion or individual motions. The Board of Directors may agree to pull any item(s) from the consent agenda and move it under new/old business for discussion or debate.

A. Prior Meeting Minutes

- 1) October 4, 2023

B. Financial Review

- 1) September & October 2023 – Monthly Review
- 2) Lien Resolution
19092467789, 19092467033, 19092468139 & 19092467755

C. Reserve Expense Authorization

- 1) \$10,801.93 - General
- 2) \$0 - Rec Center
- 3) \$9,831.65 - Unit 39
- 4) \$7,640 & \$975 - Unit 44

A motion was made to approve the content agenda items as presented. The motion was seconded and approved by all Directors. [M-Hayman; S-Miles; All in Favor]

IV. Association Committee Reports & Updates

Brief Committee updates were given on the items below:

- A. ARC – October & November 2023 Minutes were reviewed & accepted.
- B. Finance – A verbal report was given by Member Campbell.
- C. Landscape - October & November 2023 Minutes were reviewed & accepted.
- D. Social – No report.
- E. Roster Updates -
A motion was made to appoint Member Jordan as President. The motion was seconded and approved by all Directors. [M-Hayman; S-Johnson; All in Favor]
A motion was made to appoint Member Hayman as Vice President. The motion was seconded and approved by all Directors. [M-Jordan; S-Miles; All in Favor]
A motion was made to appoint Member Miles as Treasurer. The motion was seconded and approved by all Directors. [M-Hayman; S-Johnson; All in Favor]
A motion was made to appoint Member Campbell as Secretary. The motion was seconded and approved by all Directors. [M-Hayman; S-Johnson; All in Favor]
A motion was made to appoint Member Johnson as Director. The motion was seconded and approved by all Directors. [M-Hayman; S-Miles; All in Favor]

VI. Old Business

None.

V. New Business

A. 2023 Annual Financial Review & Tax Preparation

A motion was made to approve the proposal submitted by P&L CPA in the amount of \$7,350 to be paid out of the operating account. The motion was seconded and approved by all Directors. [M-Miles; S-Hayman; All in Favor]

B. 2024 Reserve Study Update

A motion was made, seconded, and approved to approve the Trust Reserves 2024 Reserve Study/Annual Disclosure Statement to reflect a monthly contribution for the following Cost Centers:

- General - \$35.66 (\$0 increase from 2023)
 - Rec Center - \$3.40 (\$.11 increase from 2023)
 - Unit 39 - \$58.79 (\$3.01 increase from 2023)
 - Unit 44 - \$42.09 (\$0 increase from 2023)
- [M-Campbell; S-Hayman; All in Favor]

VI. Open Forum

Open forum consisted but not limited to the following topics:

- Meeting Location
- Clover Valley Development

VII. Announcements & Adjournment

The Board plans to meet again in Executive Session on February 6th and in Open Session on February 7th.

The meeting was adjourned at 6:43 PM.

These minutes are unofficial until signed by the Board.

ATTEST:

Director

Date

Respectfully Submitted by:

Tasha Romine, PCAM

•••



NOT FOR IDRAWS HERE OR ANY OTHER