

## Whitney Oaks

Board of Directors Meeting  
2801 Springfield Drive – The Oaks Building  
Meeting Minutes  
December 4, 2019

### I. Call to Order

The meeting was called to order by Director Jones at 6:00PM in The Oaks building at the Springfield facilities.

Directors Present: \_\_\_\_\_

Bob Jones, President  
Rick Jordan, Vice President  
Richard Campbell, Treasurer  
Stand Laderman, Director

The Management Trust \_\_\_\_\_

Laura Smyth, CCAM

Directors Absent \_\_\_\_\_

Rosalie Hayman, Secretary

#### A. Confirmation of Agenda Posting

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

### II. 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 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) November 6, 2019

#### B. Committee Minutes

- 1) Architectural Committee (ARC)

#### C. October 2019 – Financial Review

- 1) Lien Resolution
- 2) Small Balance Write-off

#### D. Reserve Expense Authorization

- 1) \$10,280.00

A motion was made to approve the consent agenda items. The motion was seconded and approved with none opposed. [M-Jordan; S-Campbell; All in Favor

**III. Executive Session Disclosure**

The Board of Directors met on December 2, 2019. During the Executive Session meeting the Board met with John Quinn from CAPRA regarding the goat grazing project and future alterations to future projects. The Board approved legal counsel review for a maintenance matrix for Unit 44 and Unit 39 cost centers. Gate bids for preventative maintenance, cellular phone line upgrades, and battery back-up replacements were approved. Additionally, bids for street sweeping and storm drain cleaning were approved.

**IV. Reports / Committee Updates**

**A. ARC Committee Report**

Management provided the ARC report and noted that five applications were received. Four applications were approved as submitted and one was approved conditionally.

**B. CFO Report / Financial Committee**

Director Campbell noted that near year-end that all four cost centers are over budget by the following percentages:

- General: 0.5%
- Recreation: 0.1%
- Unit 44: 3.3%
- Unit 39: 0.5%

Director Campbell also noted the following account balances as of October 31, 2019:

- Operating: \$270,033.43
- Reserve: \$5,538,705.84

**C. Landscape Committee**

Management noted that current applications for the Landscape Committee are being held. Those that turned in applications will be asked to join the Landscape Committee on January 22, 2020.

**D. Committee Roster Updates**

The Board reviewed a Financial Committee application from Natalie Trost. A motion was made to appoint Mrs. Trost to the Financial Committee. The motion was seconded and approved by all Directors. [M-Jones; S-Laderman; All in Favor]

**V. New Business**

**A. Priority Task / Project Review**

The Board and management reviewed priority task lists for projects and other objectives.

**B. FCC / 5G**

The Board reviewed new FCC regulations that may impact the community. A motion was made to legal counsel from Baydaline and Jacobsen to review the new regulations and make recommendations to the Board for further action. The motion was seconded and approved by all Directors. [M-Campbell; S-Jordan; All in Favor]

**VI. Open Forum**

The following items were reviewed/discussed during open forum:

- New development

VII. Informational

A. 2020 Meeting Calendar

The Board was provided a tentative meeting calendar for 2020. No objections or changes were noted at this time.

VIII. Announcements

The following tentative meetings are planned for January 2020:

- January 6, 2020 – Executive Session Meeting
- January 7, 2020 – Joint Springfield & Whitney Oaks Meeting
- January 8, 2020 – Regular Session Board Meeting
- January 9, 2020 – Tentative Finance Committee Meeting
- January 15, 2020 – Architectural Committee Meeting
- January 22, 2020 – Tentative Landscape Committee Meeting

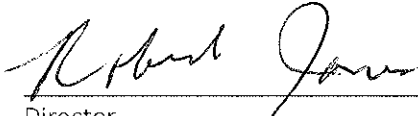
IX. Adjournment

The meeting was adjourned at 7:35PM.

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These minutes are unofficial until signed by the Board.

ATTEST:

  
\_\_\_\_\_  
Director

1/8/2020  
\_\_\_\_\_  
Date

Respectfully Submitted by:  
Laura Smyth, CCAM

