

Whitney Oaks

Board of Directors Meeting
2801 Springfield Drive – The Oaks Building
Meeting Minutes - March 4, 2020

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
Rosalie Hayman, Vice President
Stan Laderman, Secretary
Richard Campbell, Treasurer
Rick Jordan, Director

The Management Trust _____

Laura Smyth, CCAM

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) February 5, 2020

B. December 2019 – Financial Review

- 1) Lien Resolution
- 2) Lien Authorizations
 - a) 467766
 - b) 468008
 - c) 468348
- 3) Small Balance Write-off

C. Reserve Expense Authorization

- 1) \$30,754.78 (General)
- 2) \$4,721.00 (Rec)
- 3) \$605.00 (44)

A motion was made to approve items listed on the consent agenda. The motion was seconded and approved by all Directors. [M-Hayman; S-Laderman; All in Favor]

III. Executive Session Disclosure

Management noted that the Board of Directors met on March 2, 2020 in an Executive Session meeting to discuss the following:

- Legal Items; 5G legal opinion, Election Rule draft.
- Compliance; three (3) hearings.
- Contract/Vendor Approvals; CPA year-end review, insurance renewal, grazing contract.

IV. Reports / Committee Updates

A. ARC Committee Report

Committee Chair Eric King provided an update to the Board of Directors regarding the last ARC meeting. Mr. King noted that most applications were approved as submitted.

B. CFO Report / Financial Committee

Director Campbell provided the Financial Committee updates.

Director Campbell also noted the following account balances as of January 31, 2020.

- Operating: \$ 303,002.52
- Reserve: \$ 5,77,534.62

C. Landscape Committee

Director Hayman, Committee Liaison, noted that the Committee was provided with reference binders including maps, financials, and general Association information. The Committee will continue to meet to review plans and projects as well as report any maintenance needs for their assigned review areas.

D. Committee Roster Updates

The Board recognized one resignation from the Finance Committee, Nathan Garcin. The Board of Directors appreciates his interest and service to the community.

V. New Business

A. Holiday Gate Décor

The Board discussed holiday gate décor and complaints received about the inconsistency in the décor. The Board would like to solicit bids from more than one vendor for renting and/or installing décor to all vehicle gates.

B. Fire Access

The Board reviewed responses provided by the local Fire Department regarding various fire access points in the community. The Board has noted that the Fire Department is the established authority on emergency access/service points. The Board has opted to close this matter with no action to further lock or unlock gates, as the Fire Department has found that they have the current access needed.

VI. Open Forum

The following items were reviewed/discussed during open forum:

- Community-wide garage sale.
- Crosswalk and signs for trail crossings.
- Fencing and fire easements.
- 5G updates.
- Cost center distributions / finances.

- VII. Informational
 - A. Task Tracking
 - B. Priority List
 - C. Work Order Log Priority List

The Board was provided the following informational items for their review and reference.

- VIII. Announcements
 - The following tentative meetings are planned for March 2020:
 - A. **March 18, 2020** – Architectural Committee Meeting
 - B. **March 25, 2020** – Landscape Committee Meeting
 - C. **March 26, 2020** – Finance Committee Meeting

- IX. Adjournment
 - The meeting was adjourned at 7:15PM.

These minutes are unofficial until signed by the Board.

ATTEST:


Director


Date

Respectfully Submitted by:
Laura Smyth, CCAM

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