

Whitney Oaks

Board of Directors Meeting
The Oaks Building at Springfield
Meeting Minutes – March 8, 2023

I. **Call to Order**

The meeting was called to order by President Jordan 6:00 PM at the Gables at Springfield – Whitney Room.

Directors Present: _____

Rick Jordan, President
Ross Ainsworth, Vice President
Rosalie Hayman, Secretary
Richard Campbell, Treasurer/CFO

The Management Trust _____

Jasmine Brinson, CCAM

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 date noted below to discuss vendor contracts, legal matters, and homeowner account and compliance issues.

- March 7, 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) February 1, 2023

B. **Financial Review**

- 1) January 2023 – Monthly Review
- 2) Lien Resolution
- 3) Small Balance Write-off

C. **Reserve Expense Authorization**

- 1) \$52,816.47 General
- 2) \$2,750 Rec Center
- 3) \$0 Unit 39
- 4) \$2,120 Unit 44

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

IV. Association Committee Reports

Brief Committee updates were given on the items below:

- A. ARC
- B. Finance
- C. Landscape
 - A motion was made, seconded, and approved to appoint Mike Miles to the Landscape Committee. [M-Hayman; S-Ainsworth; All in Favor]
- D. Social
- E. Roster Updates

VI. New Business

A. 2023-2024 Insurance Renewal

A motion was made, seconded, and approved to approve the renewal and monthly installment payments of the Association’s Blanket Property Coverage, General Liability, Crime/Employee Dishonesty/Fidelity Bond and the Directors and Officers Coverage with Russo Insurance Agency effective March 15, 2023 for an annual premium of \$45,976 (\$3,401 increase of the current premium). [M-Jordan; S-Hayman; All in Favor]

V. Open Forum

Open forum consisted but not limited to the following topics:

- Trees
- Cyber Security

VII. Announcements & Adjournment

Board plans to meet again in Executive Session on April 4, 2023 and in Regular Session on April 5, 2023. The meeting was adjourned at 6:16 PM.

These minutes are unofficial until signed by the Board.

ATTEST:

Rosalie J Hay
Director

4/5/2023
Date

Respectfully Submitted by:
Jasmine Brinson, CCAM

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