

Whitney Oaks

Board of Directors Meeting

<https://zoom.us/j/99031176008?pwd=NGYyQ0RScjE0YVFWZnhBY295VlpTZz09>

Meeting ID: 990 3117 6008 • 1.669.900.6833

Meeting Minutes – May 6, 2020

I. **Call to Order**

The meeting was called to order by Director Jones at 6:00 PM via the teleconference/electronic meeting.

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, although do to the

II. **Executive Session Disclosure / Summary**

Management noted that the Executive Session meetings below were held and the listed items were discussed during the respective meeting:

April 9, 2020 – delinquencies, variance requests.

April 13, 2020 – road consultant call, and retained project management services.

May 4, 2020 – homeowner compliance, legal, approval of: mailbox cleaning, post touch-ups, inspector of election services, BLM small area weed abatement, and tree work on Legend Drive.

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) April 8, 2020

B. **February 2020 – Financial Review**

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

C. **Reserve Expense Authorization**

- 1) \$16,455.48 (General)
- 2) \$3,997.80 (44)

A motion was made to approve the consent agenda items as presented the motion was seconded and approved by all Directors. [M-Jordan; S-Laderman; All in Favor]

IV. Reports / Committee Updates

A. ARC Committee Report

Management noted that the ARC held their regularly schedule monthly application review meeting. Draft and approved meeting minutes have been provided to the Board for reference and a synopsis of the meetings.

B. CFO Report / Financial Committee

It was noted that prior legacy investment funds have been sold. Director Campbell noted the current fund balances as of February 2020.

- Operating: \$319,682.70
- Reserve Balance: \$5,467,657.62

C. Landscape Committee

Management noted that the April Landscape Committee meeting was cancelled.

D. Committee Roster Updates

No committee roster updates were made at this time.

V. New Business

A. Maintenance Matrix – Rule Update/Change

The Board reviewed an updated maintenance matrix drafted by legal counsel. A motion was made to approve the matrix and begin the rule adoption process in an effort to further clarify maintenance obligations. The motion was seconded and approved by all Directors.

[M-Hayman; S-Jordan; All in Favor]

The matrix and rule change memo will be sent to association members to review and comment.

VI. Open Forum

No items were noted for open forum discussion.

VII. Board Informational Items

The general information or reference items below were provided to the Board of Directors.

- A. Priority List
- B. Work Order Log

VIII. Announcements

Please review www.whitneyoaks.org and the Hillcrest bulletin board for meeting updates. With current Covid-19 related restrictions, meetings may be rescheduled.

IX. Adjournment

The meeting was adjourned at 6:21 PM.

These minutes are unofficial until signed by the Board.

ATTEST:

Rosalie J. Hayman
Director

June 3, 2020
Date

NOT VALID FOR TRANSFER

Respectfully Submitted by:
Laura Smyth, CCAM

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