

## Whitney Oaks

Board of Directors Meeting

<https://zoom.us/j/3191488658> • Meeting ID: 93191488658 • 1.669.900.6833

Meeting Minutes – June 3, 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 was held on June 1, 2020. It was noted that the meeting was adjourned early and will be reconvened on Monday, June 8, 2020 to continue with agenda items.

During the June 1, 2020 meeting the Board of Directors approved two roadwork projects.

- Black Oak Overlay
- Community Crack Fill/Seal

### 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**

A motion was made to approve the prior meeting minutes. The motion was seconded and approved by all Directors. [M-Laderman; S-Hayman; All in Favor]

#### B. **February 2020 – Financial Review**

##### 1) **Lien Resolution**

##### 2) **Small Balance Write-off**

A motion was made to approve the review, lien resolution, and small balance write-offs, on the condition that specified Allied reports are provided for delinquent accounts. The motion was seconded and approved by all Directors.

[M-Jones; S-Laderman; All in Favor]

**C. Reserve Expense Authorization**

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

A motion was made to approve Reserve Authorizations as presented. The motion was seconded and approved by all Directors.

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

**IV. Reports / Committee Updates**

**A. ARC Committee Report**

Management noted that the ARC held their regularly scheduled monthly application review meeting. It was noted that some ARC responses to owners include recommendations to approach the Board of Directors for variance requests when rules and practical project applications cannot be reconciled.

**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 April 2020.

- Operating: \$269,469.17
- Reserve Balance: \$5,500,089.95

**C. Landscape Committee**

Noted that a Landscape Committee meeting was held on May 27, 2020. Various members are to conduct walks with vendors to review scopes of work for estimates.

**D. Committee Roster Updates**

It was noted that Jim Cheap has submitted his resignation from the Landscape Committee and Andres Villegas has submitted an application for the Finance Committee. A motion was made to accept both the resignation and application respectively. The motion was seconded and approved by all Directors. [M-Jones; S-Campbell; All in Favor].

**V. New Business**

**A. Common Area – Phased Openings**

The Board noted that common areas would remain closed until Placer County health mandates are publicized. Alternate rules for the pool and gym may need to be set prior to opening based on the restrictions placed by public health orders.

**B. Goal Setting / Priority List**

It was noted that priority list and project list organization should be conducted in an Executive Session meeting, noting privileged information will be discussed. The Board would like to update goals and priorities during their next scheduled Executive Session meeting.

VI. Open Forum

The following was discussed during open forum:

- Trespassing / Vacant Lot
- Maintenance Matrix / Rule Change
- Illegal Street Parking
- Rocklin Police Department Parking Enforcement

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](http://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 7:09 PM.

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These minutes are unofficial until signed by the Board.

ATTEST:

*Rosalie J. Hayman*  
\_\_\_\_\_  
Director

July 8, 2020  
\_\_\_\_\_  
Date

Respectfully Submitted by:  
Laura Smyth, CCAM

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