

Whitney Oaks

Board of Directors Meeting

<https://zoom.us/j/9987860856> • Meeting ID: 98878605856 • 1.669.900.6833

Meeting Minutes – August 5, 2020

I. Call to Order

The meeting was called to order by Director Jones at 6:02 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 August 3, 2020. The Board approved a new security contract with Blue Knights Security. Two tree removals were approved. Possible future projects were reviewed along with homeowner compliance matters, account delinquencies, and variance requests.

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) July 8, 2020

B. Financial Review

- 1) June 2020 – Monthly Review
- 2) Lien Resolution
- 3) Authorization to Lien
 - a) 468412
 - b) 875781
 - c) 701157
 - d) 659095
- 4) Small Balance Write-off

C. Reserve Expense Authorization

- 1) \$10,452.49 (General)
- 2) \$4,311.37 (Rec)
- 3) \$1,006.00 (39)

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

IV. Reports / Committee Updates

A. ARC Committee Report

Management and Committee Chair King noted that the ARC held their regularly scheduled monthly application review meeting. Various governing document items regarding fencing and staining were reviewed.

B. CFO Report / Financial Committee

Director Campbell noted the current fund balances as of May 2020.

- Operating: \$207,796.19
- Reserve Balance: \$5,645,917.23
- Delinquent accounts have been referred to the collections vendor as needed. The top three delinquent accounts constitute approximately \$25,000 of the \$45,000 delinquencies.

C. Landscape Committee

Noted that a Landscape Committee meeting was held on June 24, 2020. Individual members are providing regular reports via email and during the meeting. It was noted that select Committee members were working on the development of planting pallets for homes in the Unit 44 area.

D. Safety/COVID Committee *ad hoc*

A motion was made to establish an ad hoc Committee to review opening common areas and develop plans and strategies involved in such an opening. In addition, the Committee is limited to five members. The motion was seconded and approved. [M-Jones; S-Jordan; All in Favor]

E. Committee Roster Updates

The Board has received for applications for the Safety Committee. A motion was made to appoint all applicants to the Committee and Mr. Jordan as Board liaison. The motion was seconded and approved by all Directors. M-Jones; S-Laderman; All in Favor]

The following Association members have been appointed to the Committee:

- Christopher McDermott
- Jim Mallatt
- Katie Hughes
- Laura Strasser

V. **New Business**

A. **Garage Sales**

B. **Suggested Rule Updates / Review**

The Board discussed possible updates to both the CC&Rs and rules regarding standardized garage sale rules as well as other administrative rules. The Board does not want to explore changes at this time against the advisement of management.

VI. **Open Forum**

Open forum consisted but was not limited to the following topics:

- Fencing – Stains
- Fencing – Units 39 & 44
- New Security Company
- Matrix Townhall Meeting

VII. **Board Informational Items**

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

A. **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 7:03 PM.

These minutes are unofficial until signed by the Board.

ATTEST:

Rosalie J. Hayman

Director

September 9, 2020

Date

Respectfully Submitted by:

Laura Smyth, CCAM

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Whitney Oaks - Open Session

August 5, 2020

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