



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
January 3, 2018  
The Oaks at Springfield, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:00 P.M. at 2801 Springfield Drive, Rocklin, CA, The Oaks, by President Trost.

*Agendas were posted no less than four days prior to the meeting at the Hillcrest Pool bulletin board and on the Association's website.*

**DIRECTORS PRESENT:**

Board Members Present/Absent:	Natalie Trost	President	<i>Present</i>
	Bob Jones	Vice-President	<i>Present</i>
	Richard Campbell	CFO	<i>Present</i>
	Rosalie Hayman	Secretary	<i>Present</i>
	Rick Jordan	Director	<i>Present</i>

The Management Trust: Melissa Bell, CAMEx | CCAM - Manager  
Mikki Cooper- Assistant Manager (via FaceTime)

II. **APPROVAL OF MINUTES:**

*Motion to approve the December 6, 2018 meeting minutes as submitted. Motion carried. Resolved 5-0*

III. **EXECUTIVE MEETING SUMMARY:** The following items were briefly discussed with the Board and the members in attendance:

- A. **Executive Session Summary – January 8, 2018:** The Board met in Executive Session to discuss the following items:
  - i. Discussion on Collection, Security and Financial Matters with invited guests
  - ii. Private Matter:
  - iii. Collection/Fee Waiver Requests:
  - iv. Private Informational Matters:

IV. **FINANCIAL REPORT**

A. **Treasurers Report:** Richard Campbell provided a summary on the association's financials dated December 31, 2017. Total operating balance \$440,048.99 total reserve balance \$4,740,246.95. Year to date net income \$77,201.89. There are 114 accounts on the delinquency report with \$63,134.53 in accounts receivables that includes collection costs, interest, late fees and assessments.

B. **Reserve Expense Authorizations:** The following reserve expenditures were approved for funding transfers: Browning Reserve Group = \$2,850.00, BLM = \$8,671.00, Xelectrix = \$2,736.00. Total reserve expenditures for November = \$14,257.00.



## WHITNEY OAKS

### WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES January 3, 2018 The Oaks at Springfield, Rocklin, CA

- 
- C. **Lien Resolution:** *In accordance to Civil Code §5740 the Board of Directors hereby authorizes and instructs the Association's collection service to record a lien in the full amount of unpaid assessments, late charges, interest, and collection fees and costs against that property owned by the member(s) listed on the association's delinquency report dated December 31, 2017 and who are, or become, delinquent in their assessments beyond 60 days. This authorization shall only apply to those members who have been properly noticed of their delinquent assessment and of their rights as delinquent members in accordance to Civil Code §5740.*

*The Board authorizes any director to sign and date any and all lien authorization forms as may be required for those delinquent members so noted in the attached delinquency report identified by their association account number. The report will be attached hereto the association's minutes. Resolved 5-0, motion passed*

#### V. NEW BUSINESS:

- A. **Announcement of 2018 Board Seats:** The board announced their seats for 2018.
- B. **Board Goals for 2018:** Management provided some proposed goals for the board which included: • *Landscape Improvements* • *Website Redesign* • *Black Oak Pool Solution* • *V-Ditch Repairs* • *Obtain at least 60% of the association's email addresses* • *Install new gate signs with logo's* • *Develop social committee*. The Board will meet on a separate date and time to discuss goals.
- C. **Newsletter Outsource:** Management provided some information for outsourcing the newsletter. *No action*.
- D. **Website Redesign:** The board agreed that the website needs to be updated and re-designed. The board will discuss this further when meeting for goals.
- E. **Develop Social Events/Committee:** The board would like to see more social events and call for volunteers to form a committee. This will be further discussed during the goal meeting.

#### VI. OLD BUSINESS:

- A. **Gate 14 Activity / Black Oak Pool:** The board met with Rocklin's Vice-Mayor and Rocklin Police Sargent to discuss the concerns of parking and other problems occurring at the Black Oak Pool area. The discussions went well, the parking on Park will be evaluated by the city in addition to possible additional lighting in the park area.
- B. **January Newsletter Article Suggestions:** The board would like to have a notice sent to obtain email addresses for electronic deliveries. Four (4) \$50.00 gift certificates were approved to encourage members to submit their emails.



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
January 3, 2018  
The Oaks at Springfield, Rocklin, CA

VII. OPEN FORUM:

A. *There were no comments*

VIII. ANNOUNCEMENTS:

- February 5, 2018 – Executive Session – Whitney Oaks Golf Course (*private meeting-not open to the membership*) 6:00 PM
- February 7, 2018 – Regular Session (Open) – The Oaks at Springfield 6:00 PM

IX. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:26 p.m.

Respectfully Submitted and Prepared by:



Melissa Bell CAMEX, | CCAM®  
The Management Trust

*I do hereby certify that the foregoing is a true and correct copy of the Minutes of the Whitney Oaks Board of Directors Meeting held on October 4, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.*

*Rosalie J. Hey*  
\_\_\_\_\_  
Signature

*2/7/18*  
\_\_\_\_\_  
Date