



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
May 2, 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. Additional postings on the Association's website and the Gables at Springfield.*

**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 April 4, 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 – May 7, 2018:** The Board met in Executive Session to discuss the following items:
  - i. **Compliance:** (1) Maintenance • (1) Rubbish and Debris
  - ii. **Rules and Policies:** *The board discussed updating or creating new rules. Once the rules have been agreed upon they will be distributed to the members per Civil Code. Policy and rules that were discussed, Vehicle Gate Access Policy • Drones • Neighbor to Neighbor Dispute Policy.*
  - iii. **Formation of Contracts:** The following contracts were approved: *Rebuild the retaining wall behind Hillcrest Pool. Job will be completed by JWS at a cost of \$9,754.44. Gate 25 installation of Doorking back-up inverter, A&D Gates, \$3,416.05 and Gate 27 replacement of worn hinges, A&D Gates, \$2,538.65.*
  - iv. **Private Informational Matters:**

IV. **COMMITTEE REPORTS:**

- A. **Architectural Review Committee:** The following applications were reviewed on March 21, 2018: (2) Landscaping applications were approved. (1) Patio Cover approved (4) Exterior paint applications approved. (1) Solar application approved.
- B. **Finance Committee:** The Committee met on May 31, 2018. The financials for April 30, 2018 were reviewed. The association is in a very healthy financial position. A new



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investment advisor will take over the association's investment account. The transition will be on or about June 1, 2018 from Up Capital to Morgan Stanley. Currently the brokerage balance is \$4,862,696.00

V. FINANCIAL REPORT

A. **Treasurers Report:** CFO, Richard Campbell, provided a summary on the association's financials dated April 30, 2018. Total operating balance \$506,437.90 total reserve balance \$4,865,282.70. Year to date net income \$55,536.22. There are 114 accounts on the delinquency report with \$65,792.71 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: *A&D Gates \$1,202.32 • BLM \$9,615.00 • ECO Landscape \$10,095.00 • Progressive Painting \$9,750.00 • Fitguard \$1,832.05. Total = \$32,495.37*

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 April 30, 2018 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*

VI. CONFIRMATION ITEMS: *Electronic transmission may be used as a method of conducting an emergency meeting, Civil Code §4155. The board made a motion that the following was approved unanimously and in accordance with Civil Code.*

A. **V-Ditch Repairs-Flooding:** *A motion was made and unanimously approved for an emergency repair of a damaged v-ditch. Cost of repair \$4,035.00. Resolved 5-0, Motion passed.*

VII. OLD BUSINESS:

A. **Gate 14 Activity / Black Oak Pool:** An update was provided on the issues surrounding the area of Black Oak.

VIII. OPEN FORUM:

A. *There were no comments*



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IX. ANNOUNCEMENTS:

- June 4, 2018 – Executive Session – Whitney Oaks Golf Course (*private meeting-not open to the membership*) 5:00 PM
- June 6, 2018 – Regular Session (Open) – The Oaks at Springfield 6:00 PM

X. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:28 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 May 2, 2018 as approved by the Board Members in attendance of a duly noticed Board meeting.*

*Rosalie J. Haep*  
\_\_\_\_\_  
Signature

*6/6/2018*  
\_\_\_\_\_  
Date