

Whitney Oaks
Board of Directors Meeting
The Oaks Building at Springfield
Meeting Minutes – January 4, 2023

I. Call to Order

The meeting was called to order by President Hayman 6:00 PM at the Gables at Springfield – Whitney Room.

Directors Present:
Rosalie Hayman, President
Rick Jordan, Secretary
Richard Campbell, Treasurer/CFO

The Management Trust
Jasmine Brinson, CCAM

A. Confirmation of Agenda Posting

Management confirmed that agendas were posted in accordance with civil code requirements.

II. Executive Session Disclosure / Summary

Management noted that the Board of Directors held an Executive Session on the date noted below to discuss vendor contracts, legal matters, and homeowner account and compliance issues.

- January 3, 2023

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) November 2, 2022

B. Financial Review

- 1) October 2022 & November 2022 – Monthly Review
- 2) Lien Resolution – Account #19092468264
- 3) Small Balance Write-off

C. Reserve Expense Authorization

- 1) \$14,773.37 & \$28,127.27 General
- 2) \$3,144.83 & \$2.525 Rec Center
- 3) \$1,377 Unit 39
- 4) \$1,125 & \$24,938 Unit 44

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

IV. Association Committee Reports

Committee Chairs gave brief updates on the items below:

- A. ARC
- B. Finance
- C. Landscape
- D. Social
- E. Roster Updates

VI. New Business

A. Appointment of Board Member

A motion was made seconded and approved to appoint Ross Ainsworth to the Board of Directors, term will be month to month until Director Ainsworth can no longer serve. [M-Hayman; S-Jordan; All in Favor]

B. Election of Officers

A motion was made, seconded, and approved, to elect the following officer positions: Rick Jordan as President, Ross Ainsworth as Vice President, Rick Campbell as CFO and Rosalie Hayman as Secretary. [M-Hayman; S-Ainsworth; All in Favor]

C. Appointment of Committee Chairs

A motion was made, seconded, and approved, to appoint the following Committee Chairs: Eric King as Architectural Committee Chair, Holt Gedeit as Landscape Committee Chair, Richard Conrad as Trails Committee Chair and Katie Gordon-Pitman as Social Committee Chair. [M-Hayman; S-Campbell; All in Favor]

D. 2023 Annual Resolutions

A motion was made, seconded, and approved, to approve the following resolutions: Monthly Review of Financial Reports, Approval of Large Transfers, Authorization to Reverse Late Fee, Payment Plan Approval Authorization, Unanimous Consent for Emergency Email Meetings and Code of Conduct for Directors and Committee Members. [M-Campbell; S-Hayman; All in Favor]

V. Open Forum

Open forum consisted but not limited to the following topics:

- Solar Installation
- Compliance
- Mistletoe
- Architectural

VII. Announcements & Adjournment

Board plans to meet again in Executive Session on February 7, 2023 and in Regular Session on February 1, 2023. The December Board meetings have been cancelled. The meeting was adjourned at 6:22 PM.

These minutes are unofficial until signed by the Board.

ATTEST:

Rosalee J. Hay
Director

2/7/2023
Date

Respectfully Submitted by:
Jasmine Brinson, CCAM

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