

## Whitney Oaks

### Board of Directors Meeting

<https://zoom.us/j/92750206499?pwd=b1VXTEI2ZUc5bDIObIRS>

Meeting ID: 949 5020 6499 • 1.669.900.6833

### Meeting Minutes – May 5, 2021

#### I. **Call to Order**

The meeting was called to order by Director Hayman 6:00 PM via the teleconference/electronic meeting.

#### Directors Present:

Rosalie Hayman, President  
Ross Ainsworth, Vice President  
Rick Jordan, Secretary  
Richard Campbell, Treasurer/CFO  
Stan Laderman, Director

#### The Management Trust

Laura Smyth, 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 Executive Sessions on the dated noted below.

- April 27, 2021
- May 4, 2021
- May 5, 2021

On April 27<sup>th</sup> the Board interviewed a potential vendor.

On May 4<sup>th</sup> the Board reviewed vendor contracts and approve the following:

- Vehicle and pedestrian gate painting. (Color: - Black)
- Hillcrest pool camera system update.
- Pool monitoring contract.
- ACS (Asphalt Consulting Services) to provide scope generation for road, trail, and v-ditch repairs.

After reviewing legal counsel advisements, the Board has opted to open the Hillcrest pool on a limited basis with the understanding that new rules, guidelines, and waivers must be in place in order to protect residents and the Association. The Hillcrest pool will open with monitors, limited hours/day, and include waivers. The Hillcrest pool is scheduled to open Memorial Day weekend. Given that the pandemic conditions and guidelines are continuously changing, the Board fully expects that common areas rules and current limitations may change rapidly over the coming months, allowing for changes to opening strategies and schedules.

The Board also plans to meet on May 5<sup>th</sup> to conduct homeowner violation hearings.

### 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 7, 2021**
- B. **Financial Review**
  - 1) **March 2021 – Monthly Review**
  - 2) **Lien Resolution**
  - 3) **Small Balance Write-off**
- C. **Reserve Expense Authorization**
  - 1) **\$28,019.72(General)**
  - 2) **\$351.00 (Recreation)**
  - 3) **\$4,129.29 (39)**
  - 4) **\$2,508.00 (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-Ainsworth; All in Favor]

### IV. Association Committee Reports & Updates

#### A. **ARC**

Draft meeting minutes were provided to the Board for meeting review. It was noted that member Bonnie Laderman had resigned from the Committee. The Board of Directors and Chairman King thanked Mrs. Laderman for her service and dedication to the Association and community.

#### B. **Finance**

Director Campbell noted monthly banking and investment balances as well as account receivable balances.

##### 1) **IPS Draft**

Management noted that the Finance Committee had been working to revise the current Investment Policy Statement. The updated draft statement provided to the Board removes Committee Charter language and specifically addresses investment protocols. The Board would like additional time to review the document and would like it added back to the agenda.

#### C. **Landscape**

Management noted that two members of the Landscape Committee along with management and Skip Brown of ACS met to review trail repair needs.

#### D. **Safety/COVID Committee ad hoc**

There are not updates at this time.

**E. Roster Updates**

It was noted that two new volunteers have submitted volunteer applications: Katie Gordon and Doug Brewer. The Board looks forward to meeting with them at a later date to review their interests and possible Committee openings.

It was also noted that the Board would like to leave additional space on the new volunteer form for volunteers to leave additional information about their backgrounds and/or language to request a copy of their resume.

**V. Open Forum**

No members were present for the open session meeting.

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

- Bicycles on trails.
- Gate 13.
- Vehicle accidents on Park Drive.
- City Counsel meetings.
- Pool and gym opening, new rules, liability waivers.
- Gate codes.

**VI. Announcements & Adjournment**

The Board plans to meeting again in regular session on June 2, 2021 via Zoom. The meeting was adjourned at 7:29PM.

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These minutes are unofficial until signed by the Board.

ATTEST:

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

June 3, 2021  
\_\_\_\_\_  
Date

Respectfully Submitted by:  
**Laura Smyth, CCAM**

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