

Whitney Oaks

Board of Directors Meeting

<https://zoom.us/j/98739986868?pwd=dmRRY0tzN2dwSOZpcDRDTFFSN2IMUT09>

Meeting ID: 987 3998 6868 • Passcode: 364415

Meeting Minutes – November 5, 2020

I. Call to Order

The meeting was called to order by Director Jones at 6:00 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 November 3, 2020. The Board of Directors approved the first phase of v-ditch repairs and barking on the slope between gates 18 and 20.

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) October 7, 2020

B. Financial Review

- 1) September 2020– Monthly Review
- 2) Lien Resolution
- 3) Bad Debt Write-off
- 4) Small Balance Write-off

C. Reserve Expense Authorization

- 1) \$48,238.80 (General)

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

IV. Reports / Committee Updates

A. ARC Committee Report

Management noted that the ARC will be reviewing driveway extension rules as well as generator and fencing rules in upcoming meetings.

B. CFO Report / Financial Committee

Director Campbell noted the current fund balances as of September 2020:

- Operating: \$276,687.23
- Reserve Balance: \$5,643,496.22

Currently the General and Recreation Center are under budget, while Units 39 and 44 are over budget.

C. Landscape Committee

The Board would like to establish an appointment with PWCA to review the backflow and determine any water leaks.

D. Safety / COVID Committee *ad hoc*

The Board noted that they would like to make an inquiry with Stonegate Security regarding opening the gym.

E. Committee Roster Updates

The Board of Directors noted that a new Inspector of Elections Committee could save the Association funds. A motion was made to start an Inspector of Elections Committee of three members and request participation in the next newsletter. The motion was seconded and approved by all Directors. [M-Hayman; S-Jordan; All in Favor]

V. New Business

A. IRS Resolution / CPA Review

Management and the Board discussed different filing options that include 1120 and 1120-H and the need for resolution balloting should the CPA wish to file using the 1120 IRS form. Additionally, it was discussed that an Inspector of Elections would be required for the balloting.

VI. Open Forum

No members were present for the open session meeting.

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

- Street Sweeping

VII. Board Informational Items

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

- A. **Work Order Log**
- B. **Speaker Series – November 2020**
- C. **Faces of the Trust – October 2020**

VIII. Announcements

Please review www.whitneyoaks.org and the Hillcrest bulletin board for meeting updates. The Board plans to meet again in Executive Session on November 19, 2020 at noon.

IX. Adjournment

The meeting was adjourned at 7:22 PM.

These minutes are unofficial until signed by the Board.

ATTEST:

Rosalie J. Hayman

Director

December 9, 2020

Date