



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION
BOARD MEETING MINUTES

March 7, 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>Absent</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 (<i>via FaceTime</i>)

II. APPROVAL OF MINUTES:

Motion to approve the March 7, 2018 meeting minutes as submitted. Motion carried, Resolved 4-0

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

- A. Executive Session Summary – March 5, 2018:** The Board met in Executive Session to discuss the following items:
 - i. **Compliance:** (2) Landscaping • (1) Landscaping-Architectural • (1) Maintenance-Exterior paint.
 - ii. **Meeting with invited guests:** *Disscussion-website contract. Interview with potential finance committee member.*
 - iii. **Formation of Contracts:** The following contracts were approved: (i) *Tree pruning submitted by ECO Landscape for Unit 39 and 44, \$6,295.00.* (ii) *Common area tree pruning submitted by ECO Landscape, \$9,780.00.* (iii) *Spraying Trees of Heaven submitted by ECO Landscape, \$2,650.00.* (iv) *Annual Merit Injections submitted by BLM, \$7,115.00. Fertilization is scheduled for 2020 per Reserve Study.*
 - iv. **Small Claims Action:** *Two cases reviewed*
 - v. **Private Informational Matters:**

IV. FINANCIAL REPORT

A. Treasurers Report: Richard Campbell provided a summary on the association’s financials dated January 31, 2018. Total operating balance \$483,867.85 total reserve balance \$4,885,703.55. Year to date net income \$11,883.59. There are 165 accounts on the



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delinquency report with \$63,249.82 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: *BLM* = \$22,563.50.
- 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 January 31, 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

V. COMMITTEE REPORTS/MINUTES:

- A. ARC Meeting Minutes:** The committee met on February 21, 2018. Chair, Eric King, reported that (6) Landscaping applications (1 landscape application was a revision) were *approved*. (1) Driveway extension was *denied*. (1) Tree removal *approved*. (2) Door, window, deck applications *approved*. (2) Exterior paint applications *approved*. (3) Solar panel applications *approved*.
- B. Finance Committee Minutes:** The finance committee met on February 22, 2017. The committee discussed reserve expenses, reviewed the January P&L and Balance Sheets. Discussed the stagey of the investment management interviews and requested that Bob Browning Reserve Analyst attend the next meeting.

VI. NEW BUSINESS:

- A. No new business**

VII. OLD BUSINESS:

- A. Gate 14 Activity / Black Oak Pool:** There were continued discussions regarding the issues in this area and opening the parking on Park to mitigate vehicles from using the inside the gates off Black Oak to park.

- VIII. EMAIL DRAWINGS:** There were two (2) winners for the email drawing and each will receive a \$50.00 gift certificate for submitting their email form. Judy Cranston and Shayne Roberts.

IX. OPEN FORUM:



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A. *There were no comments*

X. **ANNOUNCEMENTS:**

- April 2, 2018 – Executive Session – Whitney Oaks Golf Course (*private meeting-not open to the membership*) 6:00 PM
- April 4, 2018 – Regular Session (Open) – The Oaks at Springfield 6:00 PM

XI. **ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 6:40 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 March 7, 2018 as approved by the Board Members in attendance of a duly noticed Board meeting.

Rosalie J. Haynes

Signature

4/4/18

Date