

Whitney Oaks

Board of Directors Meeting
The Whitney Room at Springfield
Meeting Minutes – July 6, 2022

I. Call to Order

The meeting was called to order by President Hayman 6:01 PM at the Gables at Springfield – Oaks Room.

Directors Present: _____

Rosalie Hayman, President
Ross Ainsworth, Vice 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.

- June 7, 2022

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) June 8, 2022

B. Financial Review

- 1) May 2022 – Monthly Review
- 2) Lien Resolution
- 3) Small Balance Write-off

C. Reserve Expense Authorization

- 1) \$60,237.64 General
- 2) \$1,301.58 Rec Center
- 3) \$666 Unit 44

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

IV. Association Committee Reports

Committee Chairs gave brief updates on the items below:

- A. ARC
- B. Finance
- C. Landscape
- D. Safety/Covid
- E. Social
- F. Roster Updates

V. Unfinished Business

A. 2022 Annual Meeting and Election

Motion was made, seconded, and approved to approve the following Annual Meeting and Election dates. [M-Hayman; S-Campbell; All in Favor]

•Establish Meeting Date

To set the Association's Annual Meeting and Election of Directors for Wednesday, November 2, 2022 at 6:00 p.m. at The Oaks Building at Springfield at 2801 Springfield Drive.

•Appoint Inspector of Election

To appoint the Inspector of Elections Committee to serve as the Inspector of Elections to acknowledge their authorization that the secret ballots and/or IRS Resolution proxies are to be mailed or personally delivered to the Inspector of Elections.

•Nomination Deadline

To establish Thursday, September 1, 2022 at 5:00 p.m. to be the date and time by which Members may nominate themselves as candidates for election to the Board of Directors by delivering written notice of such nomination to the Inspector of Elections The first notice requesting candidates will be posted on Friday, July 1, 2022.

•Candidate List

To establish the date of Friday, September 2, 2022 to provide general notice to all Members of the candidate list; the date, time, and location where ballots are to be returned; the date, time, and location of meeting where ballots are to be tabulated.

•Establish Record Date

To establish Tuesday, October 4, 2022 on which the annual package including secret ballot is mailed out to be the record date for determining the Members entitled to cast a ballot and vote on the proposed action. The deadline for the return ballot, if any, will be Tuesday, November 1, 2022 at 5:00 p.m.

•Election Results

To approve posting the Annual Meeting election results at 2870 Hillcrest Road and the Association website <https://whitneyoaks.org/>, as per Civil Code 5120(B) as published in the Annual General Disclosures statement per Civil Code 4045, in lieu of printing and first-class mail delivery.

B. Common Area Facilities Policy

A motion was made, seconded, and approved to post the draft Recreation Facilities Policy for the twenty-eight-day commentary period with notice of adoption during the August 3, 2022 Open Session Board meeting.

VI. Open Forum

Open forum consisted but not limited to the following topics:

- Trees
- Underground Stream in Open Space

VII. Announcements & Adjournment

Board plans to meet again in Executive Session on August 2, 2022 and in Regular Session on August 3, 2022. The meeting was adjourned at 6:34PM.

These minutes are unofficial until signed by the Board.

ATTEST:



Director

8/11/22

Date

Respectfully Submitted by:
Jasmine Brinson, CCAM

•••

