

## Whitney Oaks

### Board of Directors Meeting

<https://zoom.us/j/92575340279?pwd=QkFxaFAzcmVGUUtJOGZ4ZCs5M3htQT09>

Meeting ID: 925 7534 0279 • 1.669.900.6833

Meeting Minutes – April 7, 2021

#### I. Call to Order

The meeting was called to order by Director Hayman 6:03PM 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 dates noted below to discuss vendor contracts, legal matters, and homeowner account and compliance issues. Several meetings have consisted of vendor interviews and negotiations. The Board hopes to finalize gate painting project soon. The Board has approved Unit 44 landscaping and backflow upgrade projects.

- March 2021
- April 6 & 7, 2021

#### 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) March 3, 2021

##### B. Financial Review

- 1) February 2021– Monthly Review
- 2) Lien Resolution
- 3) Small Balance Write-off

##### C. Reserve Expense Authorization

- 1) \$110,447.61 (General)
- 2) \$2,064.97 (Recreation)
- 3) \$11,407.91 (39)
- 4) \$12,306.30 (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-Laderman; All in Favor]

#### IV. Association Committee Reports & Updates

##### A. ARC

Chairmen King provided an update regarding recent ARC meetings. He encourages homeowners submitting ARC applications to include illustrations, dimensions/sizes and photos.

##### B. Finance

Director Campbell noted that both the General and Recreation Center are under budget plan year-to-date and that Units 39 and 44 are at budget plan year-to-date.

##### C. Landscape

Director Hayman and management noted that the Committee has been hard at work preparing and reviewing the Green Phase of the Unit 44 landscaping renovation project.

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

There are no updates from the Committee at this time, but the Board does hope to open facilities as soon as able.

##### E. Roster Updates / Form Updates

One correction was noted to the updated volunteer form. A motion was made to approve the form with the correction. The motion was seconded and approved by all Directors.

[M-Hayman; S-Campbell; All in Favor]

#### V. New Business

##### A. Insurance Renewal Ratification / Deductible

A motion was made to ratify insurance renewal with Russo Insurance with a \$5,000 deductible. The motion was seconded and approved by all Directors.

[M-Jordan; S-Ainsworth; All in Favor]

#### VI. Open Forum

No members were present for the open session meeting.

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

- Upcoming plans for a townhall meeting with Councilmen Ken Broadway
- Pool Opening / Gym Opening
- Gate 6 – Masonry
- Grazing
- Compliance Process

## VII. Announcements & Adjournment

Board plans to meet again in May for both Executive and Regular/Open sessions. The meeting was adjourned at 7:20PM.

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These minutes are unofficial until signed by the Board.

ATTEST:

*Rosalie J. Hayman*  
Director

May 6, 2021  
Date

Respectfully Submitted by:

Laura Smyth, CCAM

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The Management Trust™  
Community Management. Built Differently.