



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
January 4, 2017
The Oaks in Springfield

I. CALL TO ORDER: The meeting was called to order at 6:00 P.M. by President Bonnie Laderman at 2801 Springfield Drive, Rocklin, CA

DIRECTORS PRESENT: The following Board Members and management personnel were present as well as approximately 5 other Homeowners. Agendas were posted at least four days prior to the meeting at The Gables, at the Hillcrest Pool bulletin board, and on the Association’s website.

Bonnie Laderman	President	Present
Bob Jones	Vice President	Present
Rick Jordan	Secretary	Present
Ryan Rosas	CFO	Present
Chris Krajewski	Member at Large	Present
Melissa Bell	The Management Trust	
Mikki Cooper	The Management Trust	

II. APPROVAL OF MINUTES:

A motion was made and supported, to approve the December 14, 2016 meeting minutes as submitted. *Resolved, motion carried 5-0.*

III. MANAGER’S REPORT: A brief report was provided.

- 1) **Executive Session Summary:** The Board met in Executive Session to discuss the following items:
 - i. **Compliance Issues**
 - ii. **Association Matters**

IV. COMMITTEE REPORTS/MINUTES:

- A. **Architectural Review Committee:** The Architectural Committee did not meet in December so no report was provided.
- B. **Landscape Committee:** The landscape committee did not meet in December, no report was presented.
- C. **Finance Committee:** The finance committee did not meet in December. No report was presented.
- D. **Trail Committee:** The trail committee did not meet in December, no report was submitted.

V. FINANCIAL REPORT

- A. **Treasurers Report:** Ryan Rosas provided a summary on the association’s financials dated November 30, 2016. Total operating balance \$382,136.11, total reserve balance \$4,224,327.12. Year to date net income \$55,279.36. There are 128 accounts on the delinquency report with \$84,117.21 in accounts receivables that includes collection costs, interest, late fees and assessments.



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- B. Update Bank Signature Cards:** The Board was presented with new bank signature cards to complete.
- C. Reserve Expense Authorization for November:** The following reserve expenditures were approved so funds could be moved to operating. (i) *Signs in 1 Day = \$3,950.40* (ii) *Franchise Tax Board = \$3,230.00*
- D. Bad Debt Write Off:** Due to a foreclosure, a request was presented to the Board to write off an uncollectable debt in the amount of \$15,044.60. *Motion to approve. Resolved 5-0, motion carried.*
- E. 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, December 31, 2016 and who are, or become, delinquent 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. *Motion: 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 these minutes in the form herewith attached and identified by their association account number. Resolved 5-0, motion carried.*

VI. UNFINISHED BUSINESS

- A. Review Comments/Adopt Revised ARC Rules:** The Board carefully reviewed all membership comments submitted. With no further changes the Board moved to accept the ARC guidelines as submitted and *motioned to approve* with some minor grammar and spelling corrections. *Resolved 5-0, motion carried.*
- B. 2017 Associations Goals:** The Board reviewed the final suggestions for the 2017 goals and approved moving forward.

VII. NEW BUSINESS

- A. Additional Camera's at Hillcrest Pool due to vandalism/liability:** The Board discussed installing two additional camera's along the back of the Hillcrest Pool due to consistent vandalism to the wrought iron fence in order to have a short cut to the High School. The Association has several thousands of dollars repairing the fence. Chris Krajewski will provide a formal proposal.
- B. Vehicle Gate Training for Emergencies:** Management suggested to have one or more members of the Board trained on doing a manual hold open in case of an emergency. Chris Krajewski and Ryan Rosas volunteered to be the points of contact.
- C. Set up TV's in Fitness Room for HD:** The Board reviewed what additional costs would be incurred to add HD service to the televisions in the Fitness Room. The Board unanimously agreed that the televisions do not need this extra service in the Fitness Room.

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D. 2017 Email Emergency Resolution: In accordance with Civil Code §4910, the Board of Directors shall not conduct a meeting via a series of electronic transmission unless it is deemed an emergency. Therefore, should the need arise, the Board consents to a resolution conducting an emergency electronic email meeting. *Resolved, that the resolution shall stand as the collective written consent as required under Civil Code §4910, to allow an emergency meeting via electronic transmission for the 2017 calendar year. 5-0*

VIII. OPEN FORUM: The following items were brought to the Board's attention:

A. Trail Maps: *Ken Morrow volunteered to reproduce the trail maps that are on the association's website. The Board was in favor of Ken updating the trail maps.*

IX. ADJOURN/ANNOUNCEMENTS: There being no further business to discuss, the meeting was adjourned at 8:31 P.M. The next Board of Director's open meeting will be held on February 1, 2017 at 6:00 P.M. at the Oaks in Springfield: 2801 Springfield Blvd., Rocklin, CA.

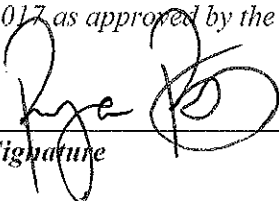
Respectfully Submitted and Prepared by:

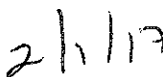
Melissa Bell, CAMEx | CCAM®



The Management Trust
LOCAL DIVISION

I, Rick Jordan, the Secretary of the Whitney Oaks Homeowners Association, 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 January 4, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.


Signature


Date