



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
December 6, 2017
The Oaks at Springfield, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:01 P.M. at 2801 Springfield Drive, Rocklin, CA, The Oaks, by Board member Bob Jones.

DIRECTORS PRESENT:

Agendas were posted no less than four days prior to the meeting at the Hillcrest Pool bulletin board and on the Association's website.

Board Members Present/Absent:	Bob Jones	TBD	<i>Present</i>
	Richard Campbell	TBD	<i>Present</i>
	Natalie Trost	TBD	<i>Present</i>
	Rosalie Hayman	TBD	<i>Absent</i>
	Rick Jordan	TBD	<i>Present</i>

The Management Trust:	Melissa Bell, CAMEX CCAM
	Mikki Cooper Assistant (via FaceTime)

II. **APPROVAL OF MINUTES:**

Motion to approve the November 1, 2017 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 – December 4, 2017:** The Board met in Executive Session to discuss the following items:
 - i. **Compliance Issues:** (1) *Landscaping-Insufficient trees*
 - ii. **Private Matter:**
 - iii. **Collection/Fee Waiver Requests:**
 - iv. **Formation of Contracts:**

IV. **FINANCIAL REPORT**

- A. **Treasurers Report:** Natalie Trost provided a summary on the association's financials dated November 30, 2017. Total operating balance \$454,874.42 total reserve balance \$4,684,243.63 Year to date net income \$66,748.93. There are 120 accounts on the delinquency report with \$61,710.45 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. **Reserve Expense Authorizations:** The following reserve expenditures were approved: *Black Star Pavement Maintenance = \$27,558.00, A&D Gates = \$5,332.89, BLM = \$6,808.00, Jeff's Plumbing = \$2,893.12. Total reserve expenditures for November = \$42,592.01.*



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- 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 November 30, 2017 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 4-0, motion passed

V. **NEW BUSINESS:**

- A. **Concrete Stain-Color Pallet for ARC Requests:** The committee receives few requests for driveway staining but agreed that a pallet of pre-approved colors should be added to the ARC rules. The committee is recommending four (4) colors from Rust-Oleum semi-transparent concrete stain. The colors include Limestone, Nickel, Light Desert Sand and Saltillo as the default colors, all other proposed colors submitted by homeowners would need a variance request by the board. *Motion to approve the ARC committee's recommendation on the four (4) pre-approved colors. The board will adopt the revised rule after a thirty (30) day review of the membership. Resolved 4-0, motion passed.*
- B. **Appointment of Ben Swain to the Finance Committee:** The Board discussed appointing Ben Swain in executive session and agreed that he would be a great addition to the finance committee. *Motion to ratify the appointment of Ben Swain to the finance committee. Resolved 4-0, motion passed.*

VI. **OLD BUSINESS:**

- A. **Gate 14 Activity / Black Oak Pool:** Further discussion took place regarding the Black Oak Pool area. The board will meet with the Vice-Mayor to discuss Park Drive and Boulder Ridge Parking concerns and possible solutions on Friday, December 15, 2017. Management requested board direction with the rules and implementation of the sticker program. At this time the sticker program will be on hold until the board explores other options.

VII. **OPEN FORUM:**

- A. *There were no comments*

VIII. **ANNOUNCEMENTS:**

- December 4, 2017 – Executive Session – Whitney Oaks Golf Course (*private meeting-not open to the membership*) 6:00 PM



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➤ December 6, 2017 – Regular Session – The Oaks at Springfield 6:00 PM

IX. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:00 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 October 4, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.

Meredith J. R. V.
Signature

1/3/18
Date