



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
February 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 (via FaceTime)

II. **APPROVAL OF MINUTES:**

Motion to approve the January 3, 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 – January 8, 2018:** The Board met in Executive Session to discuss the following items:
 - i. **Compliance:** (2) Landscaping • (1) Architectural • (1) Maintenance
 - ii. **Meeting with invited guest**
 - iii. **Formation of Contracts:** 2018 grazing contract approved for \$31,5000.00-Lee Hazeltine • Tree Work for Unit 39 and 44, ECO Landscape = \$4,195.00 • Common Area Tree Pruning, ECO Landscape = \$9,780.00 • Tree of Heaven spraying, ECO Landscaping = \$2,650.00 • Annual Merit Injections, BLM = \$7,115.00
 - 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 \$455,418.58 total reserve balance \$4,812,470.48. Year to date net income \$66,033.81. There are 123 accounts on the delinquency report with \$63,819.38 in accounts receivables that includes collection costs, interest, late fees and assessments.



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- B. Reserve Expense Authorizations:** The following reserve expenditures were approved for funding transfers: *Browning Reserve Group = \$2,850.00, BLM = \$4,000.00, A&D Gates = \$3,716.55, Specialty Services = \$2,306.00. Total reserve expenditures for November = \$12,872.55.*
- 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. NEW BUSINESS:

- A. Manager Annual Disclosure:** As provided for in Business and Professions code §11504 and as managing agent for the Whitney Oaks Association, all required information was disclosed to the board.
- B. Emergency Email Resolution:** This resolution shall stand as the collective written consent as required under Civil Code §1363.05, to allow an emergency meeting via electronic transmission (email) for the year of 2018. *Motion to approve the resolution. Resolved 4-0, motion passed.*
- C. Lighting on Pheasant:** After reviewing the responses from several neighbors who were invited to provide feedback, the majority of the responses were not in favor of adding any additional lighting on the street. No further action will be taken.
- D. Ad-Hoc Committee / Website Redesign:** The board agreed an ad-hoc committee would be beneficial for the development of the website. However, due to the length of time it would take to develop a committee along with the lack of committee volunteers, the board agreed to start the process of interviewing potential web designers while management includes newsletter articles to call for anyone who might be interested in assisting with the maintenance of the site.
- E. Concrete Stain-Color Pallet for ARC Requests-Rule Adoption:** After submitting the potential rule change for the membership's 30-day review, the board made a *Motion to*



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*approve the ARC rule as it pertains to concrete driveway stain/color pre-approved colors.
Resolved 4-0, motion passed.*

F. Policy/Rule Change Discussion: The board discussed several rules/policies that need to be revised and possibly changed.

VI. OLD BUSINESS:

A. Gate 14 Activity / Black Oak Pool: There were continued discussions regarding the issues in this area.

VII. OPEN FORUM:

A. *There were no comments*

VIII. ANNOUNCEMENTS:

- March 5, 2018 – Executive Session – Whitney Oaks Golf Course (*private meeting-not open to the membership*) 6:00 PM
- March 7, 2018 – Regular Session (Open) – The Oaks at Springfield 6:00 PM


IX. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:32 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 February 7, 2018 as approved by the Board Members in attendance of a duly noticed Board meeting.



Signature

March 7, 2018

Date