



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
January 2, 2019  
The Oaks at Springfield, Rocklin, CA

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**I. CALL TO ORDER:** The meeting was called to order at 6:03 P.M. at 2801 Springfield Drive, Rocklin, CA, The Oaks, by Vice-President Jones.

*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>Present</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 – Executive Manager  
Mikki Cooper- Assistant Manager (*via FaceTime*)

**II. APPROVAL OF MINUTES:**

*Motion to approve the December 5, 2018 meeting minutes as submitted. Motion carried, Resolved 5-0*

**III. EXECUTIVE MEETING SUMMARY:** The following items were briefly discussed with the Board and the members in attendance:

- A. **Executive Session Summary – December 3, 2018:** The Board met in Executive Session following Regular Session and the following items were discussed:
  - i. **Compliance:** *(1) Landscaping (1) Sports Equipment*
  - ii. **Legal:**
  - iii. **Formation of Contracts:** *Approval to add additional larger boulders along Park to fill in vulnerable areas to prevent access to the open space. Cost, \$3,500.00*

**IV. COMMITTEE REPORTS:**

- A. **Architectural Review Committee:** *The Committee met on January 16, 2019 to review several applications.*
- B. **Finance Committee:** *The Committee met on January 31, 2019. Mr. Matt Bopp attended the meeting and presented his quarterly report on the association’s investments.*

**V. FINANCIAL REPORT**

- A. **Treasurers Report:** CFO, Richard Campbell provided a summary on the association’s financials dated December 31, 2018. Total operating balance \$296,694.82, total reserve balance \$4,842,092.26. Year to date net income \$(29,564.20). There are 106 accounts on the delinquency report with \$40,012.21 in accounts receivables that includes collection costs, interest, late fees and assessments. *The board acknowledged the report as presented.*
- B. **Reserve Expense Authorizations:** The following reserve expenditures were approved for funding transfers: Total Reserves for November = \$2,421.00



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- Xelectrix = \$2,421.00

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 December 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 4-0, motion passed*

VI. **NEW BUSINESS:**

A. **Review of Special Tag Notice/Paladin:**

- 1) The board requested to have a few additional items added to the notice. The notice will have the additional information added and sent to the board for final review.

VII. **OLD BUSINESS:**

A. **No business for discussion:**

VIII. **OPEN FORUM:**

- A. Camera’s at Hillcrest
- B. Gate 22 damage
- C. One Director to be a committee liaison to each committee

IX. **ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 7:16 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 January 2, 2019 as approved by the Board Members in attendance of a duly noticed Board meeting.*

February 6, 2019

**Signature**

**Date**