

MINUTES
GENERAL SESSION
BOARD OF DIRECTORS MEETING
WOODFIELD COMMUNITY ASSOCIATION
A California Nonprofit Corporation

JULY 19, 2021

Notice of Meeting

In accordance with Civil Code §4920, notice of the meeting and the agenda was posted at the clubhouse bulletin board at least four (4) days prior to the General Session of the Board of Directors of Woodfield Community Association held on the above date **at the Association's Community Clubhouse.**

Roll Call

A quorum of the Board (Five Directors per Bylaws) was established with the following Directors in attendance:

Directors Present: Michael Beaver, President
 Javier Lopez, Vice President
 Shelli Sheppler, Secretary
 Jasmine Muolo, Treasurer
 Ryan Griffin, Member at Large

Directors Absent: None

Others Present: Jeff Weber, CMCA®, Optimum Professional Property Management, Inc.

Executive Session Disclosure

In accordance with Civil Code §4935(e), notification is hereby provided of an Executive Session of the Board of Directors held prior to this meeting on **July 19, 2021 from 6:30 p.m. to 6:45 p.m.** for the following items:

- Delinquencies: A/R Aging 06/30/21
- Delinquencies: Intent to Foreclose
- Minutes: Executive Session 06/21/21

Call to Order General Session

President and Presiding Chair, Michael Beaver called the General Session of the Board of Directors to order **following Executive Session at 6:45 p.m.**

Homeowner Open Forum

In accordance with State Statute, the homeowners present were given an opportunity to address the Board of Directors. The following items were presented:

- Bees
- Inspect Irrigation
- Trash on perimeter

Secretary's Report / Minutes

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the June 21, 2021 General Session of the Board of Directors as written.

Treasurer's Reports / Financials

A motion was made, seconded, and unanimously carried to ACCEPT the financial statement(s) and reconciled bank statements for period(s) ending 06/30/21 as presented, subject to audit/review at fiscal year-end by CPA.

Optimum Professional Property Management Invoice

The Board reviewed the June invoice for Management. No action required.

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Insurance Renewal 10/15/21

The Board discussed the upcoming insurance renewal and advised Management to obtain an additional proposal for insurance.

Notice of Default & Commencement of Foreclosure

A motion was made, seconded, and unanimously carried to APPROVE the Notice of Default and Commencement of Foreclosure on the following accounts for non-payment of assessments:

- ACCT #92216707

O'Connell Landscape Proposal ~ Plant Installation – Community Wide

A motion was made, seconded, and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 07/12/21 to install plants community wide including adding a tree for \$144.50 to be paid from Reserve G/L #34500 (Landscape).

O'Connell Landscape Proposal ~ Plant Replacement – 218 Chinook (Miller)

A motion was made, seconded, and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 07/12/21 to remove 5 5-gallon Rhamphiolepis and replace with 9 5-gallon Golden Euonymus for \$551.50 to be paid from Reserve G/L #34500 (Landscape).

Horizon Lighting Proposal ~ Replace Meter Pedestal – 260 Chinook

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Horizon Lighting dated 06/18/21 to remove and replace one (1) meter pedestal by 260 Chinook for \$4,538.39 to be paid from Reserve G/L #34800 (Lighting).

Horizon Lighting Proposal ~ Replace Pool Light – Community Pool

A motion was made, seconded, and unanimously carried to TABLE the proposal from Horizon Lighting dated 06/28/21 to replace all of the underwater pool/spa lights with LED underwater lights pending further review until the August Board meeting.

Horizon Lighting Proposal ~ Replace Meter Pedestal – 2424 Chinook

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Horizon Lighting dated 06/29/21 to remove and replace one (1) stainless steel meter pedestal by 2424 Chinook for \$4,519.36 to be paid from Reserve G/L #34800 (Lighting).

New Business

No new business was discussed.

Next Meeting

NOTE: Board of Directors meetings are held monthly except no meeting is held in December. The Annual Membership Meeting and Election is held on the 3rd Monday in March at 6:30 p.m.

The next meeting of the Board of Directors is scheduled for Monday, August 16, 2021 at 6:30 p.m. Executive Session and 6:45 p.m. General Session at the Community Clubhouse (subject to change).

Adjourn General Session

There being no further business to come before the Board of Directors in General Session, a motion was made, seconded, and unanimously carried to ADJOURN at 8:30 p.m.

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SECRETARY'S CERTIFICATE

I, Shelli Sheppler , Secretary of Woodfield Community Association appointed and certified does hereby certify that the foregoing is a true and correct copy of the Minutes of the General Session of the Board of Directors held on the above date as approved by the Board of Directors of Woodfield Community Association.

ATTEST:

DocuSigned by:
Shelli Sheppler
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4/26/2022

Appointed Secretary

Dated