

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

**OCTOBER 18, 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 **via ZOOM**.

**Roll Call**

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

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

Directors Absent:        None

Others Present:         Josephine Perez, CMCA®, AMS®- Director of Community Management, Optimum Professional Property Management, Inc.  
                                  Kowjima – 2467 Arrow Circle  
                                  Geoff Spickler – SiFi Network

**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 **October 18, 2021 from 6:34 p.m. to 6:40 p.m.** for the following items:

- Delinquencies: A/R Aging 08/30/21, Waive Fees
- Hearings: None
- Minutes: Executive Session 08/16/21

**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 6:41 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:

- Pool/ Spa heat
- Pool Repairs

**Secretary's Report / Minutes**

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the August 16, 2021 and General Session of the Board of Directors as written.

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the October 12, 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 08/30/21 as presented, subject to audit/review at fiscal year-end by CPA.

**Woodfield Community Association**

**General Session Minutes**

**October 18, 2021**

**Page 2 of 3**

**Optimum Professional Property Management Invoice**

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

**Fontaine Invoice – Roof Repairs at 2400 Allegheny Way**

A motion was made, seconded, and unanimously carried to APPROVE payment of invoice #430680A from Fontaine Weatherproofing dated 09/03/21 for community – wide roof repair for \$19,336.00 to be paid from Reserves G/L #36300 (Roof).

**Merrill Lynch Investment Account**

The Board reviewed the Merrill Lynch Investment Account and asked Management to confirm the status of investments.

**Fiber Optic Discussion**

The Board discussed the topic of Fiber Optic Installations with Geoff Spickler from Sifi Network Present. Management was directed to get a sample easement from Sifi and feedback from Westbluff a community managed by Optimum whom have just completed installation.

**Speed Bumps/Curbs**

A motion was made, seconded, and unanimously carried to TABLE the discussion of speed bumps until the November board meeting.

**Clubhouse Rules**

A motion was made, seconded, and unanimously carried to TABLE the discussion of revised Clubhouse Rules until the November board meeting.

**LED Pool/Spa Lighting Proposals Community Pool**

A motion was made, seconded, and unanimously carried to TABLE the proposal from Horizon Lighting dated 06/28/21 to convert the pool/spa light fixtures to LED lights at community pool until the November board meeting pending further review.

**O’Connell Landscape Proposal for Tree Trimming – Community Wide**

A motion was made, seconded, and unanimously carried to APPROVE the proposal from O’Connell Landscape dated 08/26/21 to trim common area trees throughout the community for \$13,069.00 to be paid from Operating G/L #61100 (Tree Trimming).

**O’Connell Landscape – Notice of Increase**

The Board reviewed the Notice of Increase from the 2022 Landscape Maintenance Contract. A motion was made, seconded, and unanimously carried to APPROVE the Notice of Increase from O’Connell Landscape.

**Proposed Rules & Regulations**

A motion was made, seconded, and unanimously carried to APPROVE the proposed BBQ rule be posted to the Membership for the twenty-eight (28) day review and comment period prior to adoption scheduled for 11/15/21.

**Landscape**

No action required.

**New Business**

No new business was discussed.

**Next Meeting**

**Woodfield Community Association**

**General Session Minutes**

**October 18, 2021**

**Page 3 of 3**

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 3<sup>rd</sup> Monday in March at 6:30 p.m.

The next meeting of the Board of Directors is scheduled for **Monday, November 15, 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 **8:00 p.m.**

**SECRETARY'S CERTIFICATE**

shelli sheppler

I, \_\_\_\_\_, 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*  
643F2AFE3A1E4D2

4/26/2022

\_\_\_\_\_  
Appointed Secretary

\_\_\_\_\_  
Dated