MINUTES

GENERAL SESSION

BOARD OF DIRECTORS MEETING

WOODFIELD COMMUNITY ASSOCIATION

A California Nonprofit Corporation

MAY 20, 2019

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 onsite community clubhouse, Placentia, California.

Roll Call

A guorum 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

Ryan Griffin, Treasurer

Jasmine Muolo, 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 May 20, 2019 from 6:37 p.m. to 6:45 p.m. for the following items:

- Delinquencies: A/R Aging Report 04/30/19, Attorney Status Reports,
- Minutes: Executive Session 04/15/19

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:

- Association Budget
- Property Maintenance

Secretary's Report / Minutes

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the May 20, 2019 General Session of the Board of Directors as written.

The Board reviewed the Minutes of the April 15, 2019 Reconvened Annual Membership Meeting & Election which will be presented to the Membership for approval at the next Membership Meeting. No corrections needed.

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the April 15, 2019 Organizational Meeting of the Board of Directors as written.

Woodfield Community Association General Session Minutes May 20, 2019 Page 2 of 3

Treasurer's Report / Financials

A motion was made, seconded and unanimously carried to ACCEPT the financial statements and reconciled bank statements for period(s) ending 04/30/19 as presented, subject to audit/review at fiscal year-end by CPA.

Optimum Professional Property Management Invoice

The Board reviewed the May 2019 invoice for Management. No action required.

PW Stephens Proposal – Asbetos Abatement and Remediation at 213 Chinook Cir

A motion was made, seconded and unanimously carried to APPROVE the proposal from PW Stephens Environmental dated 05/01/19 for asbestos abatement and remediation at 213 Chinook Cir for \$2,415.00 to be paid from Reserves G/L #3300 (Contingency).

Concrete Hazard Solutions Revised Proposal - Rolling Curb and Gutter Replacement - 2437 Chinook Dr

A motion was made, seconded and carried to TABLE the proposal from Concrete Hazard Solutions *Revised* Proposal dated 05/10/19 to replace the rolling curb and gutter at 2437 Chinook Dr for \$2,500.00 pending Management obtain two (2) additional proposals.

General Counsel

The Board reviewed correspondence that the association legal counsel, Dirk Petchul would be leaving Berding/Weil to form a new firm Whitney/Petchul. A motion was made, seconded and unanimously carried to APPROVE Dirk Petchul of Whitney/Petchul for the association's general legal services at the same fee structure.

Board Member Request - Reimbursement - Community Garage Sale Flyer

A motion was made, seconded and unanimously carried to APPROVE the request from Board Member, Shelli Sheppler, for reimbursement from the Association for the copying of the community garage sale flyer in the amount of \$21.21 to be paid from Operating G/L #8499 (Misc. Administration).

Clubhouse - Refrigerator

The Board discussed the type, make and model of the previously approved purchase of the community clubhouse refrigerator. Management was directed to cut the check for the dollar amount of the purchase once it's obtained from a board member.

ITEMS NEEDING IMMEDIATE ACTION

Civil Code §4930(d) states that the board may take action on any item of business not appearing on the agenda posted and distributed pursuant to subdivision (a) of Section 4920 with certain conditions.

Therefore, a motion was made, seconded and unanimously carried to APPROVE review of the following items not previously identified on the Agenda as they require immediate action and the Board advised the membership of such:

1. Flood Pro Proposal – Remediation and Asbetos Abatement at 230 Appalachian

A motion was made, seconded and unanimously carried to APPROVE the proposal from Flood Pro dated 05/20/19 for asbestos abatement and remediation at 230 Appalachian for \$2,446.19 to be paid from Reserves G/L #3300 (Contingency).

Woodfield Community Association General Session Minutes May 20, 2019

Page 3 of 3

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 8:00 p.m.

The next meeting of the Board of Directors is scheduled for Monday, June 17, 2019 at 6:30 p.m. Executive Session and 7:00 p.m. General Session at the community clubhouse, Placentia, California.

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 8:15 p.m.

SECRETARY'S CERTIFICATE

I, Stelli Stepler , Secretary of Woodf and certified does hereby certify that the foregoing is a true and correspond of the Board of Directors held on the above date as approved Community Association.	ect copy c	
ATTEST:		
Appointed Secretary	 Dated	6/17/2019

WOODFIELD COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING MAY 20, 2019

MEMBER SIGN IN SHEET

IF YOU ARE NOT A MEMBER OF THE ASSOCIATION (HOMEOWNER) YOU MUST OPENLY IDENTIFY YOURSELF TO THE BOARD OF DIRECTORS UPON ARRIVAL TO THE MEETING.

The Board of Directors welcomes your comments. <u>Comments will be limited to 3 minutes per homeowner and each will be timed accordingly.</u> Please remember that this is your time to be heard by the Board. If a decision is needed regarding your issue, you are requested to put it in writing to be placed on the next Agenda for consideration. Also, please address your comments to the Board as a whole, as comments to individual members are not permitted. Keep your comments brief, to the point, and do not repeat prior comments so that everyone can be heard. In the interest of time, if several people wish to address the same issue, the Board will request those with the same concern to appoint ONE person to speak collectively on their behalf.

Civil Code §4930 / Board Meeting Agendas

Effective January 1, 2008 requires an agenda for each regular board meeting be published to homeowners no less than 4 days prior to the scheduled meeting. The agenda may be distributed via regular mail, by newsletter, included in a billing statement or be posted in a prominent common area location. The bill *does not* prohibit homeowners from speaking about issues during homeowner forum that are not on the agenda; however, the board is limited to comments and actions regarding these issues. Items that homeowners bring up during a meeting that are not on the agenda will be included on the following month's agenda for board discussion.

The following are exceptions to Civil Code §4930:

- Emergencies
- Items discussed on the previous month's agenda (cannot exceed 30 days)
- Brief comments or statements by the board to management in response to homeowner issues that are not on the agenda
- Brief instructions or administrative tasks to manager or staff regarding a future meeting's agenda item

Name (Please Print)	Property Address	Issue
Rona FORD	201 Appalachia	n Propertifica
Kristee Gremer		
Jonni Fillin	2460 Mr.	- m
		_
		_
		_