

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 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
 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.

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 – Asbestos 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 Shepler, 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 Asbestos 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).

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, 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:

Shelli Sheppler
Appointed Secretary

6/17/2019
Dated

