

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

JUNE 17, 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
 Jasmine Muolo, Member at Large

Directors Absent: Ryan Griffin, Treasurer

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 June 17, 2019 from 6:45 p.m. to 7:00 p.m. for the following items:

- Delinquencies: A/R Aging Report 05/31/19, Attorney Status Reports
- Member Discipline: Property Maintenance (6)
- Minutes: Executive Session 05/20/19

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 7:00 p.m.

Homeowner Open Forum

In accordance with State Statute, the homeowners present were given an opportunity to address the Board of Directors. No items were presented.

Secretary's Report / Minutes

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the June 17, 2019 General Session 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 05/31/19 as presented, subject to audit/review at fiscal year-end by CPA.

Optimum Professional Property Management Invoice

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

'Draft' Reserve Study FY 01/01/20 to 12/31/20

A motion was made, seconded and unanimously carried to TABLE approving the 'draft' reserve study onsite by Foresight Financial Services until the July board meeting pending receipt of the 'draft' reserve study.

Architectural Committee

In accordance with Article VI.2 of the Association's CC&Rs, there shall be three (3) members of the Architectural Committee. A motion was made, seconded and unanimously carried to APPROVE appointment of the Board of Directors as the Architectural Committee to include Jasmine Muolo, Shelli Sheppler and Michael Beaver as Chair. Furthermore, Architectural Applications will be sent via email to all Committee members who will then schedule a meeting to review the application and return to management for processing.

O'Connell Landscape Proposal ~ June Landscape Walk

A motion was made, seconded and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 06/10/19 for landscape removals and plant installations community wide for \$1,431.72 to be paid from Reserve G/L #3185 (Landscape Upgrade).

O'Connell Landscape Proposal ~ Tree Removal – 207 Appalachian Cir

A motion was made, seconded and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 06/05/19 to remove one (1) Jacaranda tree at 207 Appalachian Cir for \$800.00 to be paid from Reserve G/L #3185 (Landscape Upgrade).

Flood Pro Invoice #11071 – Remediation and Asbestos Abatement at 230 Appalachian

A motion was made, seconded and unanimously carried to APPROVE payment of invoice #11071 from Flood Pro dated 06/06/19 for remediation and asbestos abatement at 230 Appalachian for \$2,458.78.00 to be paid from Reserves G/L #3300 (Contingency).

Flood Pro Proposal – Build Back Repairs at 230 Appalachian

A motion was made, seconded and unanimously carried to APPROVE the proposal from Flood Pro dated 06/10/19 for build back repairs at 230 Appalachian for \$2,267.78 to be paid from Reserves G/L #3300 (Contingency).

Curb Replacement Proposals (2) – 2437 Chinook Dr

The Board reviewed two proposals to replace the curb at 2437 Chinook Dr. A motion was made, seconded and unanimously carried to APPROVE the proposal from CPR Construction dated 06/06/19 to replace 30' section of curb to prevent standing water at 2437 Chinook Dr for \$1,544.00 to be paid from Reserves G/L #3300 (Contingency).

Gale Force Proposal – Fire Curb Painting – Community Wide

A motion was made, seconded and carried to DENY the proposal from Gale Force Property Maintenance dated 06/06/19 to re-paint the red curbs at Allegheny, Arrow and Bow Circles and community wide for \$14,500.00 and \$57,995.00 as it was determined to be too expensive at this time.

Board Member Request: Clubhouse Refrigerator Reimbursement – 2485 Bow Cir (Beaver)

A motion was made, seconded and unanimously carried to APPROVE the request of Michael Beaver owner of 2485 Bow Cir dated 06/06/19 for reimbursement from the Association for the purchase of the clubhouse refrigerator in the amount of \$830.96 to be paid from Reserves G/L #3164 (Clubhouse).

Community BBQ – Scheduled for July 27th

The Board discussed details of the upcoming Community BBQ on July 27, 2019. Furthermore, 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 BBQ flyer in the amount of \$21.21 to be paid from Operating G/L #8499 (Misc. Administration).

Woodfield Community Association

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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, July 15, 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 7:50 p.m.

SECRETARY'S CERTIFICATE

I, Shelli Shepler, 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 Shepler
Appointed Secretary

7/15/2019
Dated