

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

JUNE 15, 2020

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 Webex teleconference.

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 June 15, 2020 from 6:30 p m. to 6:45 p m. for the following items:

- Delinquencies: A/R Aging 05/31/20, Delinquent account status reports from Pamela Abbott Moore
- Hearings-1: Wood Repairs
- Minutes: Executive Session 05/18/20

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:

- None

Secretary's Report / Minutes

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the May 18, 2020 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 and reconciled bank statements for period(s) ending 05/31/20 as presented, subject to audit/review at fiscal year-end by CPA.

Transfer Funds in Excess of the FDIC Limit

A motion was made, seconded and unanimously carried to transfer funds from Pacific Premier Bank Money Market Reserve Account G/L #14100 in the amount of \$50,000.00 to Banc of CA to be deposited in a twelve (12) month Certificate of Deposit at the best available rate.

Delinquencies: Approval to Record Lien

A motion was made, seconded and unanimously carried to DENY recording a lien on property identified as APN #933-44-129 since the assessment has been paid in full.

Flood Pro Proposal ~ Build Back at 300 Chinook

A motion was made, seconded and unanimously carried to APPROVE the proposal from Flood Pro dated 05/21/20 for additional remediation services at 300 Chinook for \$3,173.44 to be paid from Reserves G/L #38950 (Contingency).

Flood Pro Proposal ~ Build Back at 242 Allegheny

A motion was made, seconded and unanimously carried to APPROVE the proposal from Flood Pro dated 05/26/20 for additional remediation services at 300 Gallery Way for \$1,274.02 to be paid from Reserves G/L #38950 (Contingency).

Ben's Asphalt Proposal ~ Curb Replacement along Chinook Way

A motion was made, seconded and unanimously carried to APPROVE the revised proposal from Ben's Asphalt dated 06/08/20 to replace the curb and gutter along Chinook Way and the garage floor for \$14,400.00 to be paid from Reserves G/L #38950 (Contingency).

Optimum Janitorial – Notice of Increase

A motion was made, seconded and unanimously carried to APPROVE the Notice of Increase submitted by Optimum Janitorial dated 06/09/20 to 5% increase monthly to \$395 per month (2x a week) during the summer session and \$236.00 per month for the winter session (once a week) effective July 1, 2020.

Adopt Emergency Pool Facility Rules – COVID-19

Under California Civil Code §4360(d), the Board of Directors may adopt emergency rule changes if it is determined that the changes are required to address an imminent threat to the public health. In light of the recent order from the State and County to lift restrictions regarding the shutdown of common area facilities in response to the ongoing COVID-19 pandemic, the Board has discussed this matter with the Association's Counsel to determine that the Pool and Multi-Court Facilities can be re-opened in a restricted capacity to allow residents access and enjoyment of the amenities. A motion was made, seconded and unanimously carried to ADOPT the temporary use emergency rules for period of 120 days. The newly adopted emergency rules set forth specific regulations for a trial opening of the Pool and Multi-Court Facility use and are effective as of the date of adoption. The Board will reassess this matter at a future meeting to determine if restrictions will continue to be lifted or extended.

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, July 20, 2020 at 6:30 p.m. Executive Session and 7:00 p.m. General Session via Webex teleconference (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 8:10 p.m.

SECRETARY'S CERTIFICATE

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:

Appointed Secretary

Dated