

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

MAY 17, 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 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
 Jasmine Muolo, Treasurer
 Ryan Griffin, 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 17, 2021 from 6:30 p.m. to 6:45 p.m.** for the following items:

- Delinquencies: A/R Aging 04/30/21
- Member Discipline: Trash Can Storage
- Minutes: Executive Session 04/19/21

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 6:45 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 April 19, 2021 General Session of the Board of Directors as written.

A motion was made, seconded, and unanimously carried to APPROVE the Minutes of the April 19, 2021 Organizational Meeting 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 04/30/21 as presented, subject to audit/review at fiscal year-end by CPA.

Optimum Professional Property Management Invoice

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

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Delinquencies: Approval to Record Lien

In accordance with California Civil Code §5673: A motion was made, seconded, and unanimously carried to APPROVE recording a lien in accordance with the Association's adopted Delinquent Assessment Collection Policy and California Civil Code on property identified as:

- APN #336-615-03 / ACCT #92216707

O'Connell Landscape Proposal ~ Plant Installation – Community Wide

A motion was made, seconded, and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 04/05/21 to remove a Camphor tree at 2326 Teton and install plants community wide for \$1,364.13 to be paid from Reserve G/L #34500 (Landscape).

O'Connell Landscape Proposal ~ Plant Installation – Community Wide

A motion was made, seconded, and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 05/03/21 to install a 24" box California Pepper at Blueridge and install plants community wide for \$527.50 to be paid from Reserve G/L #34500 (Landscape).

Fontaine Weatherproofing Proposal – Roof Repairs – Community Wide

A motion was made, seconded, and unanimously carried to APPROVE the proposal from Fontaine Weatherproofing dated 04/14/21 to replace the flat roof at 213 Allegheny and complete roof repairs community wide for \$27,802.00 to be paid from Reserve G/L #36300 (Roofs).

Red Curbs – Community Wide

The Board reviewed email correspondence from Transportation Manager, Kyra Tai of the Public Works Department, City of Placentia regarding the curbs painted red within the community. Board members, Michael Beaver and Jasmine Muolo will reach out to City of Placentia Public Officials to discuss responsibility for the painting the curbs red community wide.

Change Plant Material at Pool Area per Resident Request

The Board discussed bees and the plant material at the pool area. No action required.

Garage Sale Date

The Board discussed dates for the annual community wide garage sale. Board member, Shelli Shepler will confirm permits are available from the City of Placentia to hold the community wide garage sale on either June 26, 2021 or September 25, 2021.

New Business

No new business was discussed.

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, June 21, 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 **7:21 p.m.**

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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:

DocuSigned by:

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6/28/2021

Appointed Secretary

Dated