

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

JULY 20, 2016

Notice of Meeting

In accordance with Civil Code §4920, notice of the meeting and the agenda was posted on 07/14/16 at the clubhouse bulletin board for 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 Shepler, Secretary
Ryan Griffin, Treasurer
Will Love, Member at Large

Directors Absent: None

Others Present: Morgan Winegar, Senior CCAM[®], Optimum Professional Property Mgmt. (ACMF[®])
Jeff Weber, CMCA[®], Optimum Professional Property Management (ACMF[®])
See Sign in Sheet

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 July 20, 2016 from 6:35 p.m. to 7:00 p.m. for the following items:

- Delinquencies: A/R Aging and A/R Reconciliation Reports 06/30/16 and Delinquent Status Reports from Pamela Abbott Moore
- Legal: Mailbox Replacement Petition
- Hearing: Suspension of Privileges and Trash Can Storage
- Minutes: Executive Session 06/29/16

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. The following items were presented:

- Landscaping
- Irrigation Concerns
- Painting Project
- Parking and Towing

Architectural Committee

Architectural Committee was not present, therefore no report was given. Report will only be given when action is taken.

Secretary's Report / Minutes

A motion was made, seconded and unanimously carried to APPROVE the Minutes of the June 29, 2016 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 06/30/16 as presented, subject to audit/review at fiscal year-end by CPA.

Optimum Professional Property Management Invoice – July 2016

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

CID Insurance Programs Proposal - Master Fidelity Coverage

A motion was made, seconded and unanimously carried to APPROVE the renewal policy quote from CID Insurance Programs dated 07/01/16 for Master Fidelity Coverage renewing 08/30/16 with a policy limit of \$900,000.00 and a deductible of \$5,000.00 for a total annual policy premium of \$895.00 to be paid from Operating G/L #8412 (Fidelity Coverage).

Tennis Court Re-Surfacing Proposal & Recommendations

A motion was made, seconded and unanimously carried to TABLE the proposal from Taylor Tennis Courts, Inc. dated 05/18/16 to re-surface the tennis courts and convert a tennis court into a multi-use court for basketball and soccer until the August board meeting pending Taylor Tennis Courts, Inc. submitting a revised proposal based on the discussion with Dave Taylor of Taylor Tennis Courts, Inc. at a July job walk with Board members, Ryan Griffin and Will Love.

O'Connell Landscape Proposal – Plant Material Corner of Golden and Kraemer

A motion was made, seconded and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 05/02/16 to remove the grass and hedge at the corner of Golden and Kraemer and install drip irrigation, conduit for lighting and new drought tolerant plants for \$15,947.59 to be paid from Reserves G/L #3185 (Landscape Upgrade Project).

Oppose: Shepler

Clubhouse/Pool Bathroom Renovation Proposals (2)

A motion was made, seconded and unanimously carried to TABLE the two (2) proposals for clubhouse/pool bathroom renovations to the August board meeting pending Management obtaining job specifications from JOTS Construction and additional proposals.

Horizon Lighting Proposals (3) – Community-wide Lighting Fixture Replacement

A motion was made, seconded and unanimously carried to TABLE the three (3) proposals from Horizon Lighting dated 07/14/16 for community-wide lighting fixture replacement to the August board meeting pending management obtaining sample lighting fixtures and a link to a website to review additional lighting fixture options.

August Board Meeting Date

A motion was made, seconded and unanimously carried to APPROVE changing the August 2016 board meeting date from Monday, August 15, 2016 to Wednesday, August 17, 2016.

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:

- **O'Connell Landscape Proposal – Plant Installation at Various Community Wide Locations**

A motion was made, seconded and unanimously carried to APPROVE the proposal from O'Connell Landscape dated 07/12/16 to install new plants at various locations throughout the community for \$5,469.25 to be paid from Reserves G/L #3185 (Landscape Upgrade Project).

- **Board Member Request for Reimbursement – Woodfield Community BBQ**

A motion was made, seconded and unanimously carried to APPROVE the request from Board Member, Shelli Sheppler, for reimbursement from the Association for supplies for Woodfield community BBQ for \$36.42 to be paid from Operating G/L #8499 (Misc. Administration).

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 Wednesday, August 17, 2016 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 8:55 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:


Appointed Secretary

8/17/16
Dated