

CROWN POINTE COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
JULY 2, 2020

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CALL TO ORDER:

The meeting was called to order at 6:05 p.m. A quorum was present.

DIRECTORS PRESENT VIA ZOOM:

President, Yolanda De Ramus, Vice President, Don Mask, Secretary, Billie Hastings, Treasurer, Marcy Hogan-McCullough and Member, Audria Quillian

DIRECTORS ABSENT:

None

BALI MANAGEMENT:

Debbie Schneider

OTHERS PRESENT:

Carolyn Mask, Linda and William Perry, Sue Danielson, Mark and Doris Maes, Edie and Bob Rosenfeld and Philip Marr.

REVIEW OF MINUTES:

A motion was made by Audria Quillian to approve the April 16, 2020 Board Meeting Minutes as corrected. Seconded by Billie Hastings. Unanimously approved.

A motion was made by Billie Hastings to approve the May 21, 2020 Board Meeting Minutes. Seconded by Don Mask. Unanimously approved.

A motion was made by Don Mask to approve the June 3, 2020 Board Meeting Minutes. Seconded by Billie Hastings. Unanimously approved.

HOMEOWNER FORUM:

General discussion ensued on homeowners receiving notices of the Board meetings (currently they are posted on each bulletin board and e-mailed to those owners who we have e-mail addresses for). It was agreed that meeting notice would be included in the monthly statements.

Carolyn Mask has put together a Welcome Packet for the Board's review. Bali was requested to send a draft homeowner questionnaire to include with the packets. The hope is that we will have e-mail addresses for most homeowners.

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FINANCIALS:

California Civil Code 5500 requires that the Board review financial documents and statements on a monthly basis, including the operating accounts, reserves, actual operating revenue and expenses versus the budgeted amounts, account statements, income and expense statements for reserves, check register, monthly general ledger and delinquent assessment A/R report. The Board acknowledged receipt of the Association's financial statement, including the operating accounts, reserves, actual operating revenue and expenses versus the budgeted amounts, account statements, income and expense statements for reserves, check register, monthly general ledger and delinquent assessment A/R report for May, 2020.

The Board reviewed the May 31, 2020 financial statement. A motion was made by Don Mask to approve the statement subject to review by the Association's CPA. Seconded by Yolanda De Ramus. Unanimously approved.

The Board also agreed to have the reserve allocations broken out by category (painting, landscaping, lighting, etc.).

A motion was made by Billie Hastings to reimburse operating \$1,100.00 for reserve expenses for May, 2020. Seconded by Audria Quillian. Unanimously approved.

Bali was requested to obtain interest rates for the next Board meeting.

AWARENESS TASK FORCE COMMITTEE:

Audria Quillian gave the Task Force Committee Report. Additional bids are being obtained for security cameras at the Edith, Del Mar and Terrylynn gates in addition to proposed Del Mar ornamental iron work and wall repair.

Bali will follow up with Soloff Surveying on the survey of the wall.

General discussion ensued on parking violations and the services being provided by CSI Patrol. A meeting will be scheduled with the management of CSI Patrols. Bali will notify the Board when it is scheduled.

LANDSCAPE/ARCHITECTURAL COMMITTEE REPORT:

The Landscape/Architectural Committee's written monthly report for May and June was reviewed by Linda Perry.

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LANDSCAPE COMMITTEE/ARCHITECTURAL CONTINUED:

Trimming of the Carrotwood Trees was not included in the bid for 2020. The Committee is recommending that they be trimmed. A motion was made by Billie Hastings to approve the \$2,600.00 expense. Seconded by Audria Quillian. Unanimously approved.

Bali was asked to contact Brightview to include trimming the Carrotwood Trees on an annual basis.

The Board requested that Bali contact Brightview Landscape about any possible discounts for approving a 2- or 3-year contract.

A motion was made by Audria Quillian to approve the quote from Brightview Landscape to remove the dead Ash tree in the amount of \$595.00. Seconded by Yolanda De Ramus. Unanimously approved.

A motion was made by Audria Quillian to approve the architectural request from 623 Terrylynn to paint their home. Seconded by Billie Hastings. Unanimously approved.

Request was received from 623 Terrylynn to replace their windows. Request was not approved until Neighborhood Awareness form is signed.

Request was received from 623 Terrylynn to install a vinyl side fence. Request was not approved until further details are obtained (color, appearance, manufacturer, etc.).

A motion was made by Don Mask to approve the architectural requests from 663 and 665 Terrylynn to replace some of the roof tiles. Seconded by Audria Quillian. Unanimously approved.

A motion was made by Audria Quillian to approve the architectural request from 647 Edith Way to replace their patio cover. Seconded by Don Mask. Unanimously approved.

SOCIAL COMMITTEE:

No events planned due to Covid-19.

ADMINISTRATIVE:

A motion was made by Don Mask to approve the proposal from Fox & Stephens, CPA, in the amount of \$950.00 to prepare the year end review and tax returns. Seconded by Audria Quillian.

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Bali and Billie Hastings will work on the website. Bali will contact Cannon Management regarding payment for the website. A motion was made by Audria Quillian to approve up to \$100.00 for website administration. Seconded by Don Mask. Unanimously approved.

MAINTENANCE:

Proposals were obtained to clean all the common area light fixtures. A motion was made by Billie Hastings to approve Richard Krikorian, Tamar Company, in the amount of \$776.00. Seconded by Audria Quillian. Bali will request that they also remove spider webs, etc. from the gate operator boxes.

Proposals were received for the repair of a wall at 615 Edith Way damaged by a common area tree. A motion was made by Audria Quillian to approve Hudson Construction in the amount of \$2,250.00. Seconded by Don Mask. Unanimously approved. Board members Audria Quillian and Billie Hastings want to meet with Jim Hudson prior to job start.

A motion was made by Audria Quillian to approve the proposal from Soloff Survey & Consulting in the amount of \$1,300.00 for additional work on the wall along Del Mar. Seconded by Yolanda De Ramus. Unanimously approved.

NEXT MEETING:

The next Board Meeting was scheduled for Thursday, August 6, 2020. The meeting will be held via Zoom.

ADJOURN TO EXECUTIVE SESSION:

The Board adjourned into Executive Session at 8:25 p.m. to discuss delinquent homeowner dues, violations and other legal matters.

Submitted by:

Debbie Schneider, AMS, CMCA
Bali Management Group

CERTIFICATION BY SECRETARY:

I, _____, am the duly appointed Secretary of Crown Pointe Community Association, Inc. and hereby certify that these minutes were approved by the Association's Board of Directors on _____.

Duly Appointed Secretary, Crown Pointe Community Association, Inc.