

**CROWN POINTE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**NOVEMBER 5, 2020**

PAGE 1 of 4

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:

Homeowners Carolyn Mask, Linda and William Perry, Sue Danielson, Philip Marr, Marilyn Whitcomb, Kevin Quillian, Kimberly and Eric Solomon, David Larson and Bali Management representative, Debbie Schneider.

HOMEOWNER FORUM:

No Comments

REVIEW OF MINUTES:

A motion was made by Marcy Hogan-McCullough to approve the October 1, 2020 Board Meeting Minutes. Seconded by Audria Quillian. Unanimously approved.

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 September, 2020.

A motion was made by Billie Hastings to approve the September 30, 2020 Financial Statement subject to review by the Association's CPA. Seconded by Yolanda De Ramus. Unanimously approved.

**CROWN POINTE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**NOVEMBER 5, 2020**

PAGE 2 of 4

Bali will prepare a list of expenses for reserves to reimburse the operating account.

A special Reserve Study review meeting was scheduled for November 10, 2020.

**AWARENESS TASK FORCE COMMITTEE:**

Audria Quillian gave the Task Force Committee Report. The Committee met on October 28, 2020 via Zoom. William Perry reviewed the emergency preparedness plan. The Committee has been reviewing a possible evacuation plan. The Committee is also looking into two-way radios for the Committee to use in an emergency. The cost is \$325.00 for four (4) radios. William also reviewed the security camera proposals received and the costs.

**LANDSCAPE/ARCHITECTURAL COMMITTEE REPORT:**

Linda Perry reviewed the Landscape/Architectural Committee's written monthly report for November. The Committee met four (4) times between September 9<sup>th</sup> and October 21<sup>st</sup>. Completed and projects in progress were reviewed. The Committee meets with Brightview Landscape on the 3<sup>rd</sup> Wednesday of each month.

The Committee also submitted a list of priorities on a quote that Brightview submitted for various tree removals throughout the complex.

Brightview Landscape did an extensive review of the irrigation system. Brightview submitted proposals totaling \$4,076.01 to repair the irrigation, replace some irrigation valves and sprinklers. A motion was made by Billie Hastings to approve the proposals. Seconded by Audria Quillian. Unanimously approved.

A proposal was received from Brightview Landscape in the amount of \$6,560.00 for various tree removals, tree root problems, etc. A motion was made by Don Mask to approve the proposal. Seconded by Audria Quillian. Unanimously approved. Bali will notify the owners of the approval in advance of the tree removals.

An architectural request was received from 647 Edith Way to repaint their fascia board and the back of their home. A motion was made by Billie Hastings to approve the request. Seconded by Marcy Hogan-McCullough. Unanimously approved.

An architectural request was received from 645 Edith Way to repair all termite-damaged wood in front and back of the house and garage. A motion was made by Billie Hastings to approve the request. Seconded by Audria Quillian. 4 approve, 1 abstain (Mask).

**CROWN POINTE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**NOVEMBER 5, 2020**

PAGE 3 of 4

SOCIAL COMMITTEE:

The Committee initiated a new program to give small gifts to new owners welcoming them to the neighborhood.

Volunteers will be needed to hang the Christmas decorations.

ADMINISTRATIVE:

Bali's telephone/action item log for the period September 26, 2020 through October 29, 2020 was reviewed.

MAINTENANCE:

A motion was made by Yolanda De Ramus to approve the quote (not to exceed \$750.00) from Empire Parking Lot Services to restripe the existing visitor parking spaces, and add reserved space. Seconded by Marcy Hogan-McCullough. Unanimously approved.

A motion was made by Billie Hastings to approve proposal from Jim Hudson to complete the concrete repairs at 645 Edith in the amount of \$775.00 once the tree (root) is removed. Seconded by Audria Quillian. 4 approve, 1 abstain (Mask).

NEW BUSINESS:

Bali was requested to obtain proposals for rodent bait stations throughout the property and in the alleys in response to rodent sightings at the property.

New tow away signs were installed by the tow company recommended by the patrol service. Bali will investigate new custom towing signs. Bali will also provide the wording for the signs for Board review.

A motion was made by Audria Quillian to cancel Horizon Lighting and hire RC Electric to do the monthly lighting check. Seconded by Marcy Hogan-McCullough. Unanimously approved.

Bali was requested to send the proposed new parking fines to the membership for comment.

NEXT MEETING:

The next regularly scheduled Board Meeting was scheduled for Thursday, January 7, 2021. The meeting will be held via Zoom.

**CROWN POINTE COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING MINUTES  
NOVEMBER 5, 2020**

PAGE 4 of 4

**ADJOURN TO EXECUTIVE SESSION:**

The Board adjourned into Executive Session at 7:50 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.*