

**CROWN POINTE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**DECEMBER 6, 2022**

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CALL TO ORDER:

The meeting was called to order at 6:00 p.m. A quorum was present.

DIRECTORS PRESENT VIA ZOOM:

President, Yolanda De Ramus, Vice President, Audria Quillian, Treasurer, Rob Staniford, Secretary, Frank Hall and Member, Marcy Hogan-McCullough

DIRECTORS ABSENT:

None

BALI MANAGEMENT:

Debbie Schneider

OTHERS PRESENT:

Homeowners, Linda and William Perry, Sue Danielson, Brenda Hanes, Teri Staniford, Naphar Isley and Cheryl Jones.

HOMEOWNER FORUM:

No Comments

REVIEW OF MINUTES:

A motion was made by Audria Quillian to approve the October 25, 2022 Board Meeting Minutes. Seconded by Rob Staniford. 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 October 31, 2022. Rob Staniford reviewed and commented on the Financial Statement. A motion was made by Audria Quillian to approve the Financial Statement. Seconded by Frank Hall. Unanimously approved. Bali obtained CD rates. The Board requested rates from International City Bank for CD's and money markets.

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2022 YEAR END CPA REPORT:

The 2022 Year End Financial Report prepared by CPA Fox and Stephens was reviewed. Bali was requested to contact Fox and Stephens regarding the statement of the interfund borrowing. The Association used the money allocated for tree trimming to pay the balance owed on the past due land lease. Approval of the report was tabled until the January Board meeting.

AWARENESS TASK FORCE COMMITTEE:

William Perry gave the Task Force Committee Report for November. A written report was submitted to the Board and can be found on the HOA website.

The Crown Pointe Awareness Task Force (CPATF) met on November 8, 2022.

Participants discussed the CPATF Playbook for committee members. Justin Potier reported that the updated pocket instructions for committee members was not yet completed but would be before the next meeting. The updated pocket instructions are now available and can be placed in emergency vest pockets for easy review. The group also followed up on the “Great Shake Out” in September. The table exercise went well, and the committee suggested going through an emergency tabletop exercise four times per year including practice opening the gates manually. Each gate now has a backup person in the event a committee member is not available. The backups include Todd Isley, Edith Way, Rob Staniford, Del Mar, and Jorge Sosa, Terrylynn. It was suggested to the committee that an unannounced drill should be considered. A volunteer homeowner would contact a committee member and the contact would set a practice drill in motion. It was also suggested that CPATF set up an emergency preparedness booth in coordination with the social committee’s next scheduled gathering

There were two incidents reported in the CP community in November. Both incidents occurred on the same morning on Terrylynn Place. A car was broken into, and the garage door opener was used to open a garage where a bike was stolen. Thanks to *Nextdoor* the bike has since been recovered. A few doors down the same morning, another car was opened, and sunglasses were taken. The homeowner thinks he left the car unlocked.

The next meeting was scheduled for January 10, 2023 at 6:00 p.m.

LANDSCAPE/ARCHITECTURAL COMMITTEE REPORT:

The monthly Landscape Committee report was reviewed by Linda Perry.

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Linda and Brenda met with Victor on Tuesday, November 1, 2022. This was an unscheduled meeting requested by Victor. Victor was on site to begin the planned project in front of 637 Avery Place.

November 14, 2022 Linda and Brenda were accompanied by with Victor Juarez and Audria Quillian (Board Member) on this walk. The focus of the walk was Terrylynn Place.

November 28, 2022 Victor Juarez, Brenda Hanes, and Linda Perry had a telephone meeting to a homeowner's documented concern. Specifically, the homeowner brought to the attention of the LAC, Victor Juarez and Debbie Schneider a concern about struggling plants (Little Johns) recently planted in front of his home. Additionally, the homeowner shared a concern with the irrigation system in the area.

**ARCHITECTURAL REQUEST:**

An architectural request was received from 640 Avery to do roof repairs and 4027 Marion to install solar panels. A motion was made by Rob Staniford to approve the requests. Seconded by Audria Quillian. Unanimously approved

**SOCIAL COMMITTEE:**

Cheryl Jones reported for the Social Committee. The holiday party for Crown Pointe residents is scheduled for December 10, 2022. The Committee will be meeting December 8, 2022. Holiday decorations have been put up.

**ADMINISTRATIVE:**

The telephone call log/maintenance action item list from Bali Management for the period October 20, 2022 through November 30, 2022 was reviewed.

**MAINTENANCE:**

Proposals were obtained on adding a speed bump on Avery. It was agreed that the speed bumps are not in the budget and they would take away from the appearance of the community. Bali was requested to contact the owner that suggested the speed bumps to inquire if they know who speeds in the community.

Bali noted that the electrician would be having recommendations and prices for the light sensors/photo cells. This will be placed on the January Board meeting agenda.

Different security signs were reviewed. The Board approved the sign on page 77 of the Board packet.

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OLD BUSINESS:

Discussion ensued on the possibility of using the security cameras that have been offered by a homeowner. Bali obtained a cost for the internet for the cameras. Bali will investigate if the internet at the guard shack would work for cameras on Del Mar and Terrylynn entrance. It was noted that there would be challenges for adding cameras to the Terrylynn gate.

NEXT MEETING:

The next regular meeting of the Board will be Tuesday, January 24, 2023 at 6:00 p.m.

ADJOURNMENT:

The Board adjourned the meeting at 7:15 p.m. into Executive Session to discuss delinquent homeowners, rule violations, legal issues, and 3<sup>rd</sup> party contracts.

Submitted by:

Debbie Schneider  
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.*