

**CROWN POINTE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**JANUARY 24, 2023**

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CALL TO ORDER:

The meeting was called to order at 6:00 p.m., immediately following an Executive Session. Executive Session items included violation hearing, delinquencies and rule violations. A quorum was present.

DIRECTORS PRESENT VIA ZOOM:

President, Yolanda De Ramus, Secretary, Frank Hall and Member, Marcy Hogan-McCullough

DIRECTORS ABSENT:

Vice President, Audria Quillian, Treasurer, Rob Staniford

BALI MANAGEMENT:

Debbie Schneider

OTHERS PRESENT:

Homeowners, Linda and William Perry, Edie and Bob Rosenfield, Brenda Hanes, Juritta McQuam, Phil Marr, Coco Arowolo and Bonnie Tran.

HOMEOWNER FORUM:

It was noted that long time community member Hershel Clady had passed away.

REVIEW OF MINUTES:

A motion was made by Frank Hall to approve the December 6, 2022 Board Meeting Minutes. Seconded by Yolanda De Ramus. 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 December 31, 2022. A motion was made by Yolanda De Ramus to approve the Financial Statement. Seconded by Marcy Hogan-McCullough. Unanimously approved. Bali obtained CD rates. A motion was made by Yolanda De Ramus to open a

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\$100,000 12 month CD at International City Bank at an interest rate of 4.20%. Seconded by Marcy Hogan-McCullough. Unanimously approved. Bali will ask ICB what the penalty is for early withdrawal.

2022 YEAR END CPA REPORT:

The 2022 Year End Financial Report prepared by CPA Fox and Stephens was tabled until Bali obtains more information from the CPA.

AWARENESS TASK FORCE COMMITTEE:

Marcy Hogan-McCullough gave the Task Force Committee Report for January. 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 January 10, 2023, via ZOOM. Pocket sized instructions of the CPATF Emergency Playbook for committee members were completed by Justin Potier and are available to place in the emergency vest pockets of CPATF members. CPATF accomplishments for 2022 was reviewed.

Homeowners and CPATF discussed and made goals for 2023. Goals included but were not limited to: conducting a number of emergency preparedness drills with CPATF and volunteer homeowners; training back-up gate operators (volunteers) to manually operate the Edith Way, Del Mar, and Terrylynn gates; continuing to identify residents with medical, fire, law enforcement, and emergency background and/or training and maintaining an updated list.

There were two incident reports in November and 0 in December.

The next meeting will be on the 3rd Tuesday, February 21<sup>st</sup> at 6:30 p.m. Location TBD.

LANDSCAPE/ARCHITECTURAL COMMITTEE REPORT:

The monthly Landscape Committee report was reviewed by Linda Perry.

December 13, 2022 - Linda and Brenda met with Victor at Brightview. This routine walk was of the entire complex and the focus was on maintenance of HOA landscaped areas, and possible enhancements throughout the community. Maintenance discussion and plans include the replacement of plants and shrubs that are not surviving (i.e. Star Jasmine believed to have been planted during Crown Pointe's original landscape work). For the most part, the enhancements will require a proposal and approval. Suggested enhancements include smaller projects such as including additional drought tolerant plants throughout that are doing well in our environment.

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January 18, 2023 - Linda and Debbie at Bali Management walked the community to check the status on requested homeowner exterior improvements to their property. As is the routine, Debbie noted which concerns had been addressed and those, which have not, while identifying new needs. It was noted that matters such as deterioration of wrought iron fencing, dry rot fascia boards and wood trim (especially around chimneys) is a concern throughout the community.

January 19, 2023 - Linda, Brenda and Victor conducted the January monthly walk and focused on routine matters: status check on previous identified maintenance concerns. The large percentage of the time was allocated to a beginning discussion centered around the renewal of main entrance landscape.

Proposal from Brightview Landscape in the amount of \$3,408.33 to add drip system on Terrylynn was reviewed. Bali was requested to ask Brightview to put the correct Terrylynn addresses on the proposal and inquire if the drought tolerant plants that are recommended need a sprinkler system. Approval of the proposal was tabled until the February Board meeting.

**ARCHITECTURAL REQUEST:**

An architectural request was received from 639 Avery to re-roof the flat section of their roof. A motion was made by Frank Hall to approve the request. Seconded by Marcy Hogan-McCullough. Unanimously approved.

An architectural request was received from 4015 Marion to install Edison referred solar panels. A motion was made by Frank Hall to approve the request. Seconded by Marcy Hogan-McCullough. Yolanda De Ramus abstained. Motion carried.

**EXTERIOR ENHANCEMENT SUB-COMMITTEE:**

Yolanda De Ramus reported on the paint color committee. The Committee is investigating new recommendations for house paint colors. The Committee met on November 7, 2022 and January 9, 2023.

**SOCIAL COMMITTEE:**

Brenda Hanes reported on the activities of the Social Committee on behalf of Cheryl Jones, Chair. The Committee is planning events for 2023 including a movie night, potluck, Halloween and Holiday party.

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MAINTENANCE:

Bali provided an update from the USPS. The mailboxes will be replaced within the next 30 to 60 days. Bali will coordinate with the post office.

New patrol sign draft was presented to the Board. A motion was made by Yolanda De Ramus to approve the new sign and replace all existing signs. Seconded by Frank Hall. Unanimously approved.

Bali will schedule annual gate code change.

ADMINISTRATIVE:

The telephone call log/maintenance action item list from Bali Management for the period December 1, 2022 through January 18, 2023 was reviewed.

NEXT MEETING:

The next regular meeting of the Board will be Tuesday, February 28, 2023 at 6:00 p.m.

ADJOURNMENT:

The Board adjourned the meeting at 6:58 p.m.

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.*