

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
January 20, 2015
MINUTES**

- NOTICE** Upon due notice given and received, the regular meeting of the Board of Directors of the Crystal Lane Community Association was held on January 20, 2015, at 7:00 PM . Location 13501 Zivi Avenue, Chino, CA. 91701.
- PRESENT** Dave Gillespie, President
Mike Ford, Vice President
Joanne Kirby, Secretary
Ron Dallas, Treasurer
Regina Price, Member
- Robin Allen , StoneKastle Community Management, Inc.
Lori Yarborough , StoneKastle Community Management, Inc.
- CALL TO ORDER** The meeting was called to order at 7:12 pm by Dave Gillespie President.
- OPEN FORUM** There were 3 Homeowners Present
- EXECUTIVE
SESSION
DISCLOSURE** Lori Yarborough, Manager, reported that there was an Executive Session of the Board of Directors held to hold hearings and to discuss member discipline matters and contracts.
- MINUTES** Motion was made by Dave Gillespie and seconded by Ron Dallas to approve the Regular Session meeting minutes of November 18, 2014. Motion carried.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 20, 2015 - PAGE 2**

**FINANCIAL
STATEMENT**

The November 30, 2014 and December 31, 2014 financial statements have been provided by management and reviewed. Motion was made by Ron Dallas and seconded by Regina Price to approve the financial statement as submitted. Motion carried.

Delinquent Assessments – Lien Filing

Management will state the account #'s of the homeowners that should have a lien placed on their home for unpaid assessments. Discussion should take place in Executive Session however the approval of lien filing must be done in open session.

Delinquency Report as of December 31, 2014.

Discussed parcel # 1052-594-13-0000 in Executive Session to pursue a non-judicial foreclosure.

Motion made by Ron Dallas Seconded by Regina Price.
All in favor, Motion carried.

**NEW
BUSINESS**

Insurance Agent Change

Management has provided the Agent of Record Change Request or Farmers Insurance for the Board's review. The current agent is Greg Lerum and the agent will now be Mike Berg.

Motion made by Ron Dallas , seconded by Regina Price. All in favor
Motion carried.

Clubhouse Roof Repair

Antis Roofing & Waterproofing has provided a proposal to repair the metal coping and coating on the clubhouse roof where a leak was detected in the amount of **\$1,636.00**. Antis will apply the inspection credit in the amount of **\$247.50** if proposal is approved. Tabled to February meeting.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JANUARY 20, 2015 - PAGE 3**

Pool Furniture Re-Strapping

Management has inspected the pool furniture and has obtained the following pricing for re-strapping needed. Pictures will be provided during the meeting.

	Seabreeze
Lounge Chair (27)	\$6,966.00
Straight Back Chairs (12)	\$1,608.00
Shipping and Pick Up	\$95.00
Totals	\$8,669.00

Motion made by Mike Ford, Seconded by Dave Gillespie to approve Seabreeze. All in favor. Motion carried.

Trellis Report

Management had a termite inspection completed before repairing the dryrot wood around the base of the trellis by Certified Termite. This is a limited inspection of the entire structure and cannot be assessed until the damaged woodmembers are removed. The report is provided for the Board's review.

Please advise Management if the Board would like to:

1. Approve the work authorization provided by Certified Termite to treat, replace damaged woodmembers, paint, and prime three (3) trellis in the pool area in the amount of \$17,520.00.
2. Obtain proposals to replace the three (3) trellis completely with other material options.

Board will have Management obtain additional bids for trellis replacement.

NEXT MEETING

The next meeting will be held February 17, 2015 at 7:00 pm at Crystal Lane Clubhouse.

ADJOURN


There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 8:35 p.m.

ATTEST

Respectfully Submitted by, Robin Allen, Community Manager.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 18, 2014 - PAGE 4**
1-20-2015

APPROVED



Dave Gillespie, Chairman of the Meeting

SECRETARY'S CERTIFICATE

I hereby certify that I am the duly Appointed and Acting Secretary of the Crystal Lane Community Association, and do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held January 20, 2015 as approved by the Chairman of the Meeting.

Dated: _____

2/25/15

Joanne Kirby, Secretary

