

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 9, 2016 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 May 9, 2016, at 7:00 PM. Location 13501 Zivi Avenue, Chino, CA. 91710.

PRESENT Dave Gillespie, President
Mike Ford, Vice President
Joanne Kirby, Secretary
Ron Dallas, Treasurer

Robin Allen, StoneKastle Community Management, Inc.

ABSENT Regina Price, Member

CALL TO ORDER The meeting was called to order at 7:00 pm by Ron Dallas.

OPEN FORUM There were 2 Homeowner Present

**EXECUTIVE
SESSION
DISCLOSURE**

Robin Allen, Manager, reported that there was an Executive Session of the Board of Directors held on May 9, 2016.

MINUTES Motion was made by Ron Dallas and seconded by Mike Ford, seconded by Dave Gillespie to approve the Regular Session meeting minutes of March 7, 2016 Motion carried.

**FINANCIAL
STATEMENT**

March 31, 2016 and February 29, 2016 Financials has been provided by management and reviewed. Motion was made by Ron Dallas and seconded by Dave Gillespie to approve the financial statement as submitted. Motion carried.

Investments

A motion was made by Ron Dallas, seconded by Dave Gillespie to approve the investments in Operating of \$400,000 to Merrill Lynch into CD's with no more of 12months.

Reserve; Transfer \$150,000 from Union Bank to Merrill Lynch and investment of \$400,000 into CD's at Merrill Lynch recommendations. Motion carried.

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LIEN FILING No liens at this time

**UNFINISHED
BUSINESS**

Clubhouse Remodel/ Painting Proposals

A motion was made by Ron Dallas, seconded by Dave Joanne Kirby to approve the change orders for Tile Upgrade \$2,127.32 and Bathroom Fans \$1,561.34. Motion carried

**NEW
BUSINESS**

Audit Draft

A motion was made by Dave Gillespie, seconded by Ron Dallas to approve the draft as presented. Motion carried.

Pool Monitor Proposal

A motion was made by Joanne Kirby, seconded by Mike Ford to approve the hourly rate of \$19.50 for pool monitor from Memorial Day Weekend to Labor Day Weekend, Friday, Saturday, and Sunday. Motion carried.

Pool Proposals

A motion was made by Mike Ford, seconded by Ron Dallas to table the spa filter replace and approve the pool heater replacement in the amount of \$2,695.00. Motion carried.

Automated Gate Contract

A motion was made by Mike Ford, seconded by Ron Dallas to cancel the current contract. Motion carried.

Landscape Proposal

A motion was made by Joanne Kirby, seconded by Dave Gillespie, to approve the planting along the Tamworth in the amount of \$1,174.00. Motion carried.

Rules and Regulations

A motion was made by Joanne Kirby, seconded Dave Gillespie to allow Management to provide a draft of update Rules and Regulations and include clubhouse and architectural. Motion carried.

Correspondence

The Board reviewed homeowner correspondence regarding, parking, violations, and landscaping. Management will respond according.

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**NEXT
MEETING**

The next meeting will be held June 6, 2016 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 7:58 p.m.

ATTEST

Respectfully Submitted by, Robin Allen, Community Manager.

**UNANIMOUS MOTION BY THE CRYSTAL LANE
BOARD OF DIRECTORS ON JUNE 14, 2016**