

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 16, 2017 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 16, 2017, at 7:00 PM. Location 13501 Zivi Avenue, Chino, CA. 91710.

PRESENT Dave Gillespie, President
Mike Ford, Vice President
Joanne Kirby, Secretary

Robin Allen, StoneKastle Community Management, Inc.

ABSENT Regina Price, Member
Ron Dallas, Treasurer

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

**EXECUTIVE
SESSION
DISCLOSURE** Robin Allen, Manager, reported that there was an Executive Session of the Board of Directors held on May 16, 2017 prior to General Session.

MINUTES Motion was made by Mike Ford, seconded by Joanne Kirby to approve the Regular Session meeting minutes of April 18, 2017 as presented. Motion carried.

**FINANCIAL
STATEMENT** Motion was made by Mike Ford, seconded by Joanne Kirby to approve the financial statement ending April 30, 2017. Motion carried.

LIEN FILING No liens at this time.

**OLD
BUSINESS** Lighting Proposals
Table until next meeting.

Agenda Board
Table until next meeting.

**NEW
BUSINESS** Reserve Study Proposal
A Motion was made by Joanne Kirby, seconded by Mike Ford to the reserve study proposal from Foresight. Motion carried.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 16, 2017 - PAGE 2**

Personal Touch Cleaning

A Motion was made by Mike Ford, seconded by Joanne Kirby to approve Personal Touch Proposal for Shower and Restroom Tile Cleaning and Sealing in the amount of Restrooms x2 at \$495.00 each and pool showers x3 at \$295.00 each. Motion carried.

A Motion was made by Joanne Kirby, seconded by Mike Ford to approve to approve Personal Touch Proposal for the green belt bbq's weekly cleaning contact at an increase of \$127.00. Motion carried.

Board Member Resignation

This item was tabled as resignation was not received.

Architectural Application

6945 Tamworth - Denied. Please submit with planting per Crystal Architectural Guidelines.

13570 Zivi – Denied. Must plant additional plants and mulch dirt area.

**NEXT
MEETING**

The next meeting will be held June, 2017 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 8:49 p.m.

ATTEST

Respectfully Submitted by, Robin Allen, Community Manager.

APPROVED



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 May 16, 2017 as approved by the Chairman of the Meeting.

CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 16, 2017 - PAGE 3

Dated: 6-18-17
Joanne M Kirby
Joanne Kirby, Secretary