

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 20, 2014
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 20, 2014 7:00 pm, at 13501 Zivi Avenue, Chino, CA. 91701.

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

Lori Yarborough, StoneKastle Community Management, Inc.
Alison Cave, StoneKastle Community Management, Inc.

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

OPEN FORUM There were three (3) homeowners present during open forum.

**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 Ron Dallas and seconded by Regina Price to approve the Regular Session meeting minutes of April 15, 2014. Motion carried.

**FINANCIAL
STATEMENT**

The April 30, 2014 financial statements have been provided by management and reviewed. Motion was made by Mike Ford and seconded by Regina Price to approve the financial statement as submitted. Motion carried.

Delinquent Assessments – Lien Approvals

Motion was made by Mike Ford and seconded by Joanne Kirby to lien account #3080131691. Motion carried.

Accounts to collection attorney

Motion was made by Mike Ford and seconded by Joanne Kirby to give account #3080004251 and account #3080010042 thirty days to pay their account in full or they will be sent to the collection attorney. Motion carried.

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It was noted that account #3080040781 has fines against their account, and three months of RV parking has not been paid. Motion was made by Mike Ford and seconded by Joanne Kirby to give the homeowner 30 days to pay in full or remove their RV. Motion carried.

**UNFINISHED
BUSINESS**

Pool Deck Seal Proposals

This item was tabled from the April meeting pending Management contact each vendor to see if they will lower their bids to \$5,500. In addition Management discussed with Kevin Kostka from Alan Smith pools the need to replace the deck o seal around the entire pool area. After reviewing his photos he felt the Association could replace the deck o seal around only the bodies of water. Motion was made by Ron Dallas and seconded by Mike Ford to approve the proposal from Alan Smith to replace the deck o seal around the bodies of water at a cost not to exceed \$1,950. Motion carried.

Wader Pool Resurface

This item was tabled to the June meeting pending additional proposals.

Replacement of Drain Covers

The Board reviewed a proposal from A-1 Pools to replace five drain covers in the pool at a cost of \$475. The Board instructed Management to ask Alan Smith Pools their cost for replacement covers. Motion was made by Joanne Kirby and seconded by Mike Ford to have Management approve the proposal at a cost not to exceed \$475. Motion carried.

**NEW
BUSINESS**

Patrol Service

The Board reviewed a proposal obtained from Provision to provide patrol service three times per day Monday-Thursday and five times a day Friday-Sunday Memorial Day through Labor Day at a cost of \$10.00 per patrol. Mike Ford motioned to approve their proposal, Joanne Kirby seconded. Motion carried.

Tree Trimming

The Board reviewed a proposal obtained from Villa Park landscape to provide tree trimming throughout the community. Motion was made by Dave Gillespie and seconded by Ron Dallas to approve the proposal at a cost not to exceed \$18,737.50. Motion carried.

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Clubhouse Roof Maintenance Proposals

The Board reviewed a proposal obtained from Antis Roofing to provide roof maintenance and tile replacement at the clubhouse. Motion was made by Dave Gillespie and seconded by Mike Ford to approve the proposal at a cost not to exceed \$4,010. Motion carried.

Window Cleaning

The Board reviewed a proposal obtained from Mr. Window Cleaning to clean the common area glass and the windows at the clubhouse. Motion was made by Joanne Kirby and seconded by Regina Price to approve the proposal at a cost not to exceed \$675. Motion carried

Pool Umbrellas

This item was tabled until the June meeting.

**NEXT
MEETING**

The next meeting will be held June 17, 2014 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 8:09 p.m.

ATTEST

Respectfully Submitted by, Lori Yarborough, Community Manager.

APPROVED

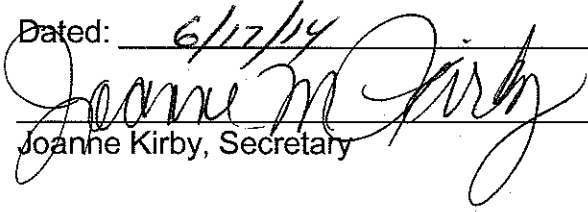


Dave Gillespie, Chairman of the Meeting

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 May 20, 2014 as approved by the Chairman of the Meeting.

Dated: 6/17/14



Joanne Kirby, Secretary