

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
JULY 21, 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 July 21, 2015, at 7:00 PM. Location 13501 Zivi Avenue, Chino, CA. 91710.
- PRESENT** Dave Gillespie, President
Mike Ford, Vice President
Joanne Kirby, Secretary
- Lori Yarborough , StoneKastle Community Management, Inc.
- ABSENT** Ron Dallas, Treasurer
Regina Price, Member
- CALL TO ORDER** The meeting was called to order at 7:00 pm by Dave Gillespie.
- OPEN FORUM** There was 2 Homeowner 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 Joanne Kirby to approve the Regular Session meeting minutes of June 16, 2015. Motion carried.
- FINANCIAL STATEMENT** The June 30, 2015 financial statement has been provided by management and reviewed. Motion was made by Joanne Kirby and seconded by Regina Price to approve the financial statement as submitted. Motion carried.
- Lien Filing
Motion was made by Dave Gillespie and seconded by Mike Ford to hold off on two liens until August.
- NEW BUSINESS** Tree Trimming Proposals
Motion was made by Mike Ford and seconded by Joanne Kirby to approve the proposal submitted by Villa Park to trim trees at a cost not to exceed \$20,380.00. Motion carried.

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Weatherite A/C Maintenance Proposal

Motion was made by Joanne Kirby and seconded by Mike Ford to approve a regular maintenance program to ensure the units are working correctly for all events scheduled in the clubhouse at a cost not to exceed \$510.00 annually.

Investments Operating

The Board reviewed the Merrill Lynch Money Market account for Operating. The Board instructed Management to table until August.

**UNFINISHED
BUSINESS**

Personal Touch Summer Cleaning Proposal

The Board reviewed the proposal for annual summer cleaning proposal. The Board instructed Management to table until September or October.

**NEXT
MEETING**

The next meeting will be held August 18, 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 7:49 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 July 21, 2015 as approved by the Chairman of the Meeting.

Dated: 9/23/15



Joanne Kirby, Secretary