

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 19, 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 August 19, 2014 7:00 pm, at 13501 Zivi Avenue, Chino, CA. 91701.

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

Lori Yarborough, StoneKastle Community Management, Inc.

CALL TO ORDER The meeting was called to order at 6:52 pm by Dave Gillespie President.

OPEN FORUM There were no 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 Mike Ford to approve the Regular Session meeting minutes of July 15, 2014. Motion carried.

**FINANCIAL
STATEMENT**

The July 31, 2014 financial statements have been provided by management and reviewed. Motion was made by Mike Ford and seconded by Ron Dallas to approve the financial statement as submitted. Motion carried.

Investments- Motion was made by Mike Ford and seconded by Ron Dallas to approve investing \$40,000.00 of reserve funds into a six (6) month CD at .45%. Motion carried.

Delinquent Assessments – Lien Approvals
No action at this time

Accounts to collection attorney

Management presented a signal letter from Community Legal Advisors regarding account #3080112322. Motion was made by Mike Ford and seconded by Joanne Kirby to purse legal judgment. Motion carried.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 19, 2014 - PAGE 2**

**UNFINISHED
BUSINESS**

Pool Proposals

Motion made by Mike Ford and seconded by Joanne Kirby to approve the proposal submitted by Alan Smith Pools in the amount of \$3,688.00 with a 10 year warranty on plaster. Motion carried.

**NEW
BUSINESS**

Budget and Reserve Study

Motion was made by Dave Gillespie and seconded by Mike Ford to approve the 2015 budget with the monthly assessment to remain at \$82.00 and the draft reserve study. Motion carried.

2014 Audit

Motion was made by Mike Ford and seconded by Joanne Kirby to approve the proposal submitted by Inouye, Shively, Longtin & Klatt for preparation of the 2014 audit and taxes in the amount of \$1,000.00. Motion carried.

Pool Light

This item was tabled until the September meeting.

Correspondence

Request from 6990 Joy Street

The homeowner has requested that the Board not give a parking permit to 13519 Gold Medal. The Board revoked the permit.

Request from 13592 Gold Medal

The homeowner has asked for the Board to revamp the parking policy in order to assign parking passes to a vehicle and not a home. The owner feels the Board has many passes out there that they are unaware of. The Board denied the request.

2014 Annual Meeting

The annual meeting is scheduled for November 18, 2014. A motion was made by Joanne Kirby and seconded by Dave Gillespie to send a request for candidates to the membership. Record date of ownership is 30 days prior to the annual meeting, October 18, 2014. The Board announced cumulative voting. The Board approved the agenda, the Board does not wish to make a presentation and there will not be any retiring directors. The Board recommended transferring excess funds to reserves. The association's attorney Mark Guithues has been appointed as ballot inspector. The adjourned annual meeting date is scheduled for December 16, 2014.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 19, 2014 - PAGE 3**

**NEXT
MEETING**

The next meeting will be held September 16, 2014 at 7:00 pm at Crystal Lane Clubhouse.

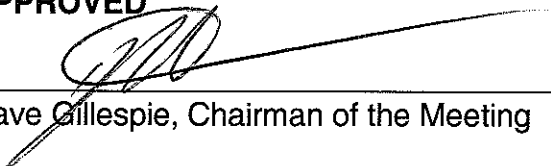
ADJOURN

There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 7:26 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 August 19, 2014 as approved by the Chairman of the Meeting.

Dated: 9-23-14



Joanne Kirby, Secretary