

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 12, 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 September 12, 2016, 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 7:15 pm by Dave Gillespie.
- OPEN FORUM** There were 4 Homeowner Present
- EXECUTIVE SESSION DISCLOSURE** Robin Allen, Manager, reported that there will be an Executive Session of the Board of Directors held on September 12, 2016 immediately following General Session.
- MINUTES** Motion was made by Dave Gillespie, seconded by Mike Ford to approve the Regular Session meeting minutes of August 1, 2016 Motion carried.
- FINANCIAL STATEMENT** Motion was made by Mike Ford, seconded by Dave Gillespie to approve the financial statement ending August 31, 2016 as submitted. Motion carried.
- LIEN FILING** Motion was made by Mike Ford, seconded by Dave Gillespie to approve the following lien:
APN # 1052-373-38
- UNFINISHED BUSINESS** NPG Paving Project
Motion was made by Dave Gillespie, seconded by Mike Ford to withhold payment and obtain two second options on four streets.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 12, 2016 - PAGE 2**

Lighthing Proposal

This item was tabled.

**NEW
BUSINESS**

Website CAPS

This item was tabled.

Pool Filter Proposal

Motion was made by Dave Gillespie, seconded by Mike Ford to approve the pool light replacement in the amount of \$1,405.00. Motion carried.

2017 Audit Draft Proposals

A motion was made by Mike Ford, seconded by Dave Gillespie to approve Inouye Shively in the amount of \$1,025.00 to conduct the tax and audit for 2016. Motion carried.

Patrol

Motion was made by Dave Gillespie, seconded by Mike Ford to continue the added patrol until November. Motion carried.

Architectural Application

Motion was made by Joanne Kirby, seconded by Mike Ford to approve the following on each architectural application:

- 13343 Gold Medal/ Back Patio Cover- Approved
- 7070 Joy/Paint side gate white-Approved

13591 Gold Medal Correspondence

Motion was made by Joanne Kirby, seconded by Dave Gillespie to keep the current format and content of the meeting minutes. Motion carried.

**NEXT
MEETING**

The next meeting will be held October, 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 8:52 p.m.

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 12, 2016 - PAGE 3**

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 September 12, 2016 as approved by the Chairman of the Meeting.

A UNANAMOUS MOTION WAS MADE TO APPROVE THE SEPTEMBER 12, 2016 MINUTES AS PRESENTED AT THE OCTOBER 18, 2016 GENERAL SESSION MEETING.