

**CRYSTAL LANE COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
OCTOBER 17, 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 October 17, 2017, at 7:00 PM. Location 13501 Zivi Avenue, Chino, CA. 91710.
- PRESENT** Dave Gillespie, President  
Mike Ford, Vice President  
Joanne Kirby, Secretary  
Cathy Force, Member
- Robin Allen, StoneKastle Community Management, Inc.
- ABSENT** 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 October 17, 2017 prior to General Session.
- HOMEOWNER FORUM** There was one homeowner present to discuss, towing.
- MINUTES** Motion was made by David Gillespie, seconded by Cathy Force to approve the Regular Session meeting minutes of September 19, 2017 as presented. Motion carried.
- FINANCIAL STATEMENT** Motion was made by Cathy Force, seconded by Joanne Kirby to approve the financial statement ending September 30, 2017. Motion carried.
- A Motion was made by Cathy Force, seconded by Mike Ford to leave the two maturing CD in money mart. Operation \$100,00. Reserve \$100,00. Motion carried.
- LIEN FILING** No liens at this time.

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**OLD  
BUSINESS**

Parking/Patrol

A motion was made by Dave Gillespie, seconded by Mike Ford to approve the post order to Patrol One:

- Handicap vehicle not following parking rules, two cites then notify Management and bring homeowner to hearing
- Vehicles tires on street extending from driveway two cites and tow
- Vehicle blocking driveway not allowing owner to pull out immediate tow.

2018 Budget Draft

This item was tabled to clarify Galway playground in reserve study.

**NEW  
BUSINESS**

Master Annual Meeting

A Motion was made by Joanne Kirby, seconded by Mike Ford to change meeting to December 12, 2017, providing Delegate Annual Meeting is in order. Management to verify. Motion Carried.

Audit Proposal

A Motion was made by Dave Gillespie, seconded by Mike Ford to approve Inouye, Shively & Klatt audit and tax return for 2017 in the amount of \$1,025.00 Motion carried.

Architectural Application 6945 Tamworth

A Motion was made by Mike Ford, Seconded by Joanne Kirby to deny the artificial turf sample the homeowner submitted. Send approved sample and request for homeowner to resubmit with copy of the installation from the contractor. Motion carried.

**NEXT  
MEETING**

The next meeting will be held November 21, 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 8:13p.m.

**ATTEST**

Respectfully Submitted by, Robin Allen, Community Manager.

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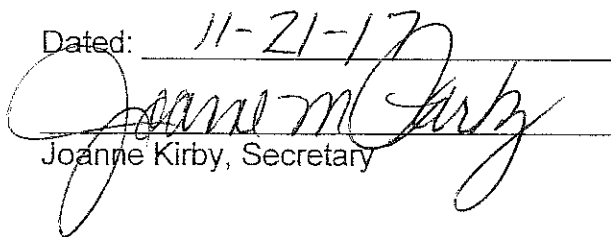
**APPROVED**

  
\_\_\_\_\_  
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 October 17, 2017 as approved by the Chairman of the Meeting.

Dated: 11-21-17

  
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Joanne Kirby, Secretary