

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
OCTOBER 26, 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 October 26, 2015, at 7:00 PM. Location 13501 Zivi Avenue, Chino, CA. 91710.

PRESENT Dave Gillespie, President
Joanne Kirby, Secretary
Ron Dallas, Treasurer

Robin Allen, StoneKastle Community Management, Inc.

ABSENT Mike Ford, Vice President
Regina Price, Member

CALL TO ORDER The meeting was called to order at 7:04 pm by Dave Gillespie.

OPEN FORUM There were 2 Homeowner Present

**EXECUTIVE
SESSION
DISCLOSURE**

Robin Allen, Manager, reported that there was an Executive Session of the Board of Directors held on October 26, 2015.

MINUTES Motion was made by Dave Gillespie and seconded by Ron Dallas to approve the Regular Session meeting minutes of September 23, 2015. Motion carried.

FINANCIAL

STATEMENTThe September 30, 2015 financial statement has been provided by management and reviewed. Motion was made by Ron Dallas and seconded by Dave Gillespie to approve the financial statement as submitted. Motion carried.

Lien Filing

This item was tabled until November 2015

**UNFINISHED
BUSINESS**

Clubhouse Remodel/ Painting Proposals

The Board discussed this item and have tabled it until the next meeting.

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**NEW
BUSINESS**

Reserve Study Draft

Motion was made by Dave Gillespie and seconded by Joanne Kirby to approve the reserve study for the preparation of the 2016 budget. Motion carried.

2016 Budget Draft

Motion was made by Dave Gillespie and seconded by Ron Dallas to approve the draft and keep the monthly assessment at \$82.00. The Fostoria monthly expense remains at \$32.00. Motion carried.

Antis Clubhouse Roof Repair

Motion was made by Dave Gillespie and seconded by Ron Dallas to approve a proposal for repair only to the found damage area in the amount of \$1,045.00. Motion carried.

Villa Park Landscape

The Board would like to invite Villa Park Landscape to their January 2016 Board meeting.

**NEXT
MEETING**

The next meeting will be held November 26, 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 8:03 p.m.

ATTEST

Respectfully Submitted by, Robin Allen, Community Manager.

APPROVED

Dave Gillespie, Chairman of the Meeting

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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 26, 2015 as approved by the Chairman of the Meeting.

Dated: _____

Joanne Kirby, Secretary