

**CRYSTAL LANE COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 13, 2018**

- NOTICE** Upon due notice given and received, the regular meeting of the Board of Directors of the Crystal Lane Community Association was held on November 13, 2018, at 7:00 PM. Location 13501 Zivi Avenue, Chino, CA. 91710.
- PRESENT** Dave Gillespie, President
Mike Ford, Vice President
Joanne Kirby, Secretary
- ABSENT** Ron Dallas, Treasurer

Lori Yarborough, StoneKastle Community Management, Inc.
- CALL TO ORDER** The meeting was called to order at 6:35 pm by Dave Gillespie.
- MINUTES** A motion was made by Dave Gillespie, seconded by Mike Ford to approve the regular meeting minutes for September 18, 2018. All in favor. Motion carried.
- COLLECTIONS** Lien
A motion was made by Dave Gillespie, seconded by Mike Ford to approve to lien account #3080122284. All in favor. Motion carried.
- UNFINISHED BUSINESS** Budget & Reserve Study Draft
A motion was made by Dave Gillespie, seconded by Mike Ford to approve a budget increase of \$5.00 a month. All in favor. Motion carried.
- NEXT MEETING** The next meeting will be held January 15, 2019 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 7:30p.m.
- ATTEST** Respectfully Submitted by, Lori Yarborough, Community Manager.

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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 November 13, 2018 as approved by the Chairman of the Meeting.

Dated: _____

Joanne Kirby, Secretary