

**WHISPERING RIDGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
REGULAR SESSION MEETING MINUTES
JANUARY 8, 2020**

- CALL TO ORDER:** The January 8, 2020 Whispering Ridge Homeowners Association Regular Session Meeting was called to order by Board President, Jeremy Spitzberg, at 6:30 p.m. at the Whispering Ridge Clubhouse, San Diego CA 92131.
- PRESENT:** Jeremy Spitzberg, President
Danny Sparks, Chief Financial Officer/Secretary
Brian Kenis, Director
Chris Speziale, Director
- ABSENT:** Corey Bernardo, Vice President
- OTHERS PRESENT:** Michelle Monahan, Community Manager, Walters Management
Jenny Voss, Recording Secretary, Walters Management
James Kuhlken, Landscape Committee
- HOMEOWNER FORUM:** Open Forum
Homeowners were afforded the opportunity to address the Board regarding Association related items. No homeowners present.
- COMMITTEE REPORTS:** Landscape Committee:
The Board discussed a landscaping easement concern recently brought to the attention Management and the Landscape Committee. The Board requested the ARC Committee send a letter to the address, notifying that any improvements, removal of trees, or other alterations to the property that has an HOA easement on homeowner land, must first go through the ARC Committee approval process prior to proceeding.
- APPROVAL OF MINUTES:** Management provided the Board with the November 13, 2019 Regular and Executive Session minutes for review. Upon a motion duly made, seconded and carried unanimously, the Board motioned to approve the November 13, 2019 Regular and Executive Session Board of Directors Meeting minutes as presented. (Sparks/Kenis)
- FINANCIAL MATTERS:** Approval of Financial Statements
In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the October and November 2019 financial statements. Based on this review, the Association is in compliance with Civil Code requirements. Upon motion duly made, seconded, and carried unanimously, the Board accepted the October and November 2019 financial statements pending the annual review. (Sparks/Kenis)
- October 2019 Financial Resolutions
Upon a motion duly made, seconded, and carried, the Board accepted the financial resolutions ending October 2019. (Sparks/Kenis)
- COLLECTIONS:** Board review only. No action needed.
- ACTION ITEMS:** Reserve Study Proposal
Upon a motion made, seconded and carried unanimously, the Board approved the proposal from McCaffery Reserve Consulting for the Annual Reserve Study in an amount not to exceed \$1,100.00 for a Level I reserve study, only if recommended to do so by the Reserve Analyst. Otherwise, a Level II will be conducted in an amount not to exceed \$950.00. (Spitzberg/Kenis)

Inspector of Elections Proposal

Upon a motion made, seconded and carried unanimously, the Board approved the proposal from HOA Elections to perform the 2020 Annual Membership Election in an amount of \$1,235.00, to include the following additional expenses and credits:

(Spitzberg/Kenis)

- Candidate Solicitation Mailer - \$320.00
- Postage Paid Business Reply Envelopes - \$0.70/per envelope
- Deduction for video ballot count prior to 2:00 pm – (\$175.00)

Election Rules

Upon a motion made, seconded and carried unanimously, the Board approved the draft election rules as revised and presented by Association Legal Counsel, Tim Flanagan, to be distributed to membership for a 28-day review period prior to being formally adopted. (Spitzberg/Kenis)

LED Lighting Proposals

Upon a motion made, seconded and carried unanimously, the Board elected to approve the revised bid from The Energy Smiths to perform the LED outdoor and clubhouse lighting upgrade project in an amount not to exceed \$10,454.00.

(Speziale/Kenis)

ADJOURNMENT: There being no further business to come before the Board of Directors of the Whispering Ridge Homeowners Association, the Regular Session Meeting was adjourned at 7:18 p.m. The next Regular Session meeting is scheduled for February 12, 2020.

Respectfully Submitted,
Jenny Voss, Recording Secretary, Walters Management

Approved by Board March 11, 2020