

**THE BOARD OF DIRECTORS OF THE
WHITEHAWK RANCH TOWNHOME OWNERS ASSOCIATION
a California nonprofit mutual benefit corporation**

A regular meeting of the Board of Directors of the above-named corporation was held at the Community Center at Whitehawk Ranch, on Monday, November 8, 2010, at 1:00 p.m., pursuant to the written Notice of Meeting. Board members Steve Shepherd, Maureen Evans, and Nancy Johnson were present at the meeting. Board members Ross Barker and Rick Russo were not able to attend. Also attending the meeting were Administrative Assistant Carol Yeater, Bookkeeper Joleen Cline and townhome owner Carl Peters.

President Steve Shepherd called the meeting to order at 1:13 p.m., and thereafter presided over the meeting. Carol Yeater carried out the duties of Secretary at the meeting.

APPROVAL OF AGENDA

The agenda was approved as presented.

APPROVAL OF PREVIOUS MINUTES

After reviewing the written minutes of the October 11, 2010, meeting, upon motion duly made, seconded and unanimously carried, the minutes were approved by the Board, without changes or corrections.

TREASURER'S REPORT

The Board reviewed the financials for the month of October, 2010. Joleen reported there was nothing out-of-the-ordinary. She stated that the CD's are only earning a .65 interest rate. She paid Dillon Roofing \$75.00 for the roof repair at 192 Deer Creek Crossing. The Board will start the budget process at next month's meeting.

After review, the Board accepted the financials for the period ending October 31, 2010. A copy of said financial statements are attached to these minutes and incorporated herein.

COMMITTEE REPORTS

MASTER ASSOCIATION ARCHITECTURAL REVIEW COMMITTEE

No report.

MASTER ASSOCIATION REPRESENTATIVE

Joleen reported that the HOA Board is dealing with a lot of drainage issues after the last big rain. There are quite a few clogged culverts. They are also dealing with the proposed new fire station and the CC&R amendment that requests a zoning change from residential to commercial. There are a few homeowners in the Vistas near the lots who are very resistant to living next to a fire station, and one spoke at the homeowners meeting today. The Board also decided to change their fiscal cycle to a calendar year in order to help with the budgeting process.

TOWNHOME OWNERS ARCHITECTURAL REVIEW COMMITTEE

No report. Steve will continue to ask for volunteers to be on the committee.

SNOW REMOVAL

Steve will talk with Phil about the list of full-time townhome owners who will need their driveways plowed. He will identify the homes with yellow tags like last year.

LANDSCAPE MAINTENANCE

Carol will put a contract for next season together and send it to Tom. The contract amount will remain the same. Steve reported that Jim McCall will do the gutter cleaning soon. He stated that it is the owner's responsibility to clean the gutters thoroughly; Jim just blows the pine needles. Steve stated that several sink holes on Deer Creek Crossing were fixed by Tom Vannoy's crew. He has not received a bill yet, so he's not sure what the cost is. This work will be paid for out of the unspent landscape renovation category.

NEWSLETTTER

Joleen reported that the newsletter will go out sometime around February.

OLD BUSINESS

2010 PHASE V EXTERIOR STAINING

Carol received next year's bid from Matt. She will do a contract for next year's work and get it sent to Matt.

SIDEWALKS

Pending. The Board still needs to build a "sidewalk category" into the reserves. An audit will be done examining the condition of all sidewalks next spring.

DRIVEWAYS

No report.

RESERVE STUDY

Pending until spring. The Board decided to pay for the reserve study this year from the unspent landscape renovation category. Upon motion duly made, seconded and unanimously carried, the Board voted to pay \$1,000.00 for the reserve study in the spring.

BONANDER TREES

The Board decided to go with Bonander's option A to remove the middle tree and do limbing and clean-up on the other trees. Phil Charbonnier looked at the area and will do a bid for the work. He will be aggressive with the clean-up work, so the trees will be healthy in that area.

TREE ROOT LIFTING JOHNSON GARAGE

Johnson’s garage door is warped from the tree root lifting the garage floor. Said root has also caused the garage floor to bow and has cracked the cement. The asphalt company came out to fix the driveway but their fix did not work. Steve will talk with them about coming out and grinding out a part of the driveway so the drainage doesn’t go into the garage. The Johnsons and the Board will keep an eye on the situation.

NEW BUSINESS

INSURANCE – ENDORSEMENT CHANGES

Some endorsement changes were made to the association’s insurance policy. The Board will ask Rick to write an article for the newsletter letting everyone know exactly which endorsements they need. The Board questioned what the association’s worker’s comp policy covers. They will ask Rick to report on this at next month’s meeting.

MEETING SCHEDULE

Although Nancy and Maureen will not be able to attend the December Board meeting, the Board will meet and do the meeting by phone conference in order to start work on the budget. There will be no meetings in January or February. The preliminary budget will need to be mailed out in February.

NEXT MEETING

The next Board meeting will be held on Monday, December 13, 2010, at 1:00 p.m. at the WHR Community Center.

ADJOURNMENT

There being no further business, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at approximately 1:55 p.m.

Date

Carol Yeater, Administrative Assistant