

EVERGREEN COMMUNITY ASSOCIATION  
GENERAL SESSION MINUTES  
A California Nonprofit Corporation  
Thursday, February 10, 2022

Notice of Meeting

In accordance with Civil Code §4920, notice of the meeting and agenda items were posted on the respective streets within the community for the General Session of the Board of Directors of the Evergreen Community Association held on the above date via teleconference.

Roll Call

A quorum of the Board was established with the following Directors in attendance:

Directors Present: Russell Drouillard, President  
Tom Levitt, Secretary  
Gloria Rull, Treasurer  
Clyde Roe, Member at Large  
Bernard Wieners, Member at Large

Management: Robert Spencer, CMCA<sup>®</sup>, Senior Community Manager  
Crummack Huseby Property Management

Call to Order

Russell Drouillard, President and Presiding Chair, called the General Session of the Board of Directors to order at 6:46 p.m.

Executive Session Disclosure Announcement

It is required to announce to the Members that an Executive Session Meeting was held prior to the start of this meeting to discuss matters relating to third-party contracts, member discipline, delinquencies, legal and/or personnel matters, including:

- Executive Session minutes
- Violations
- Collections Actions
- Legal Matters
- Third Party Contracts

HOMEOWNER FORUM

No homeowners in attendance via teleconference.

Consent Calendar

To streamline the board meetings, routine business items have been placed on a Consent Calendar, which only requires a single motion to approve all items. The Board has the option of removing any of the business items from the Consent Calendar for discussion or to simply pass a motion approving the items as follows:

There having been no objections, the Consent Calendar was unanimously approved.

- i. Secretary's Report: January 13, 2022, general session minutes.

- ii. Treasurer's Report: Each member of the Board has reviewed and acknowledged the monthly financial statements for January 2022, subject to audit.
- iii. Renewal of contract with Advanced Reserve Solutions for an update without a site visit for a total cost of \$700.00.

\*\*\*End of Consent Calendar\*\*\*

#### New Frontsteps Portal Review

The Board would like to see examples of what the email blasts & billing statements look like. Management to send copies when available.

#### Member Portal

Russell sent out a sample member portal document to the Board Members for review and possible implementation. He will draft letters for preview for the March Board meeting.

#### Sprinklers & Irrigation

We are currently waiting on a revised proposal to complete all needed irrigation repairs that are known of throughout the community. Also, the Board would like more information regarding the exact location for the master valve repair proposal at the corner of Ukiah & Spring Valley.

#### Evergreen Architectural Guidelines Review

Russell discussed proposed changes to the current Architectural Guidelines & review process. This will be included on the agenda for the March Board meeting for further discussion.

#### Evergreen Maintenance Matrix Review

The Board didn't have time for discussion due to the lengthy discussion about the Architectural Guidelines & review process so this will be included again on the agenda for the March Board meeting.

#### Block Wall Repair at 17 Crescent City

A motion was made by Tom Levitt, seconded by Russell Drouillard, and carried unanimously to approve the proposal from Joe Caporuscio Construction to repair the block wall in the front yard for a total cost of \$2,370.00. It is estimated that the project will take approximately 2 days to complete.

#### Open Projects

The Board discussed the following items which need attention:

1. 15 Three Rivers garage door replacement - additional bids requested
2. 14 Mineral King gutter splash guard installation - Antis Roofing made temporary repairs to the leaking gutter. Before repairs were made the gutter was cleaned out. It is their recommendation that the Board approve their proposal to install the gutter splash guard to keep debris out of the gutter.
3. Street Repairs & Asphalt approval to be included on May 2022 Board meeting agenda
4. Clyde to do evaluation of roofing proposals that will be included for Board meeting discussion when it is ready
5. Include community block wall discussion on the agenda for the April Board meeting

SUMMARY OF ACTION

Items reviewed:

- Action Item List from Previous Meeting
- Work Order Report

Next Meeting Date

The next general session Board of Directors meeting is March 10, 2022.

Adjournment

There being no further business to come before the Board of Directors in General Session, a motion was made, seconded, and unanimously carried to adjourn at 8:08 p.m.

SECRETARY'S CERTIFICATE

I, \_\_\_\_\_, the duly elected Secretary of Evergreen Community Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the General Session of the Board of Directors held on the above date as approved by the Board of Directors of Evergreen Community Association.

ATTEST: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date