

**MISSION RIDGE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES  
MAY 23, 2018 - 6:30PM  
215 DAILY DRIVE, STE. 10, CAMARILLO, CA**

**I. CALL TO ORDER / ROLL CALL**

The meeting was called to order at 6:30 by Mary Collins. Also present were: Glen Dewar, Jennifer Bunde and Ken Rees.

Peter Lee was not present as he resigned because he sold his unit.

**II. APPROVAL OF MINUTES**

Minutes of the March 28, 2018 Board meeting: MTA by Mary Collins, second by Glen Dewar. Approved.

**III. OPEN DISCUSSION FOR HOMEOWNERS** –no other owners were present. Board shared their comments.

**IV. TREASURER'S REPORT** – April 2018 financial was reviewed by board. MTA by Mary Collins, second by Jennifer Bunde. Approved.

**Per Civil Code §5500 the Treasurer has reviewed a current reconciliation of the Association's reserve accounts and operating accounts. The Treasurer has also reviewed actual reserve and operating expenses as compared to the current year's budget as well as the latest account statements for the financial institutions where the Association money is held. The Treasurer also reviewed the income and expense statement for the Association's operating and reserve accounts.**

**V. MANAGER'S REPORT**

A. Telephone log – reviewed by Board.

B. Work order log – reviewed by Board.

C. Utility usage report –reviewed by Board. It was noted that the totals on page 5 do not match up.

**VI. BOARD BUSINESS**

A. Liens

B. Landscape

1. May 2018 report – reviewed by Board.

C. Owl Box/Baits Stations – Board reviewed the situation of the bee hive in the owl box. While the beehive has been removed, the vendor stated he thought there would be a bee hive smell in the box. Board agreed to let the owl box 'air' out and see what happens in next mating season.

D. Manager Disclosure – reviewed by Board.

**VII. NEXT MEETING DATE**

The next regularly scheduled meeting date will be July 25, 2018.

**VIII. ADJOURNMENT TO EXECUTIVE SESSION**

The meeting was adjourned at 6:54pm. Board then met in Executive Session to consider delinquencies, violations, foreclosures, third party contracts and any legal matters.