

COUNTRY ROADS MAINTENANCE CORPORATION
GENERAL SESSION MEETING MINUTES
JANUARY 14, 2016
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BOARD MEMBERS PRESENT: Donald Swanger
Sandra Gardei
Laurie Andrews
James Seaman

BOARD MEMBER ABSENT: Gregory S. Biagi

MANAGEMENT REPRESENTATIVE: Jennifer Alegria
Keystone Pacific Property Management, Inc.

EXECUTIVE SESSION SUMMARY – JANUARY 14, 2016

- A. Executive Session Meeting Minutes from November 23, 2015
- B. Delinquent Accounts
- C. Compliance Matters
- D. Legal Correspondence/Update

CALL TO ORDER

The General Session meeting of the Country Roads Maintenance Corporation was called to order by President, Donald Swanger at 7:15 P.M. at the Pizza Factory located at 30676 Benton Rd. in Winchester, CA 92596.

HOMEOWNER FORUM

Homeowners were present to observe the meeting and inquire about basin trespassing, shrubs in the basins, the Clinton Keith Road extension project, issues with trash bills and residents not picking up dog poop.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items on the consent calendar:
M/S/C 4/0

- A. **Approval of General Session Minutes** – Resolved, to ratify the actions taken and approve the November 23, 2015 General Session Board Meeting Minutes and Architectural Report from November 10, 2015 to December 10, 2015 as submitted.
- B. **Financial Statement** – Resolved, to accept the November 30, 2015 financial statement as prepared.
- C. **Executive Committee Report** – Resolved, to ratify the Executive Committee's actions approving to hire Jess Mossa for the horse and wagon holiday event, for a cost of \$500.00, and to waive any requirements for the vendor to provide a vendor packet and proof of insurance.

NEW BUSINESS

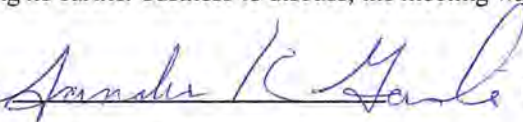
- A. **Delinquent Account** – A motion was made, seconded and carried to approve to file a lien on the APN# 480-110-030 for past due assessments and applicable charges. M/S/C 4/0.

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- B. **Delinquency Policy** – This item was tabled indefinitely.
- C. **Squirrel & Gopher Control** – A motion was made, seconded and carried to approve the revised contract submitted by Animal Pest Management Services, for squirrel and gopher control for a cost of \$215.00 per month. M/S/C 4/0.
- D. **Newsletter Topics** – The Board requested that Management include information on the following in the next newsletter:
- Picking up after dogs.
 - Sign up to receive electronic email notifications.
- E. **Next Meeting Agenda** – No action taken.
- F. **Next Meeting Date** – The next meeting date is scheduled for March 10, 2016, Executive Session will begin at 6:00 P.M., followed by General Session at 7:00 P.M. at The Pizza Factory located at 30676 Benton Rd. in Winchester, California.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:36 P.M.

ATTEST:  DATE: 3/10/16