

COUNTRY ROADS MAINTENANCE CORPORATION  
GENERAL SESSION MEETING MINUTES

JULY 15, 2021

Page 1 of 2

**BOARD MEMBERS PRESENT:**

Megan Coleman, President  
Jason Philpot, Vice President  
Laurie Andrews, Treasurer

**BOARD MEMBER ABSENT:**

Jayna Goldstein, Secretary

**MANAGEMENT REPRESENTATIVE:**

Deborah Mines, CMCA  
Kelley Aranda, CMCA  
Director of Community Management  
Keystone Pacific Property Management, LLC

**EXECUTIVE SESSION SUMMARY**

- A. Legal Consultation
- B. Executive Session Meeting Minutes from June 3, 2021
- C. Hearings
- D. Delinquency Report

**CALL TO ORDER**

The General Session meeting of the Country Roads Maintenance Corporation was called to order at 6:24 p.m. via teleconference call.

**PROOF OF NOTICE**

Proof of Notice was recorded by Management.

**HOMEOWNER FORUM**

There were no homeowners present for homeowner forum.

**CONSENT CALENDAR**

A motion was made, seconded and carried to approve the following items on the consent calendar: **Motion carried 3/0**

- A. **Approval of General Session Minutes – RESOLVED**, to ratify the actions taken and to approve the minutes taken by Management from the June 3, 2021 General Session Board Meeting, as submitted.
- B. **Financial Statements – RESOLVED**, to accept the April 30, 2021 and May 31, 2021 financial statements in accordance with AB 2912, as submitted.

**DELINQUENCY REPORT**

- A. **Account 113200891** – Upon a motion made, seconded and unanimously carried to file a lien on APN 480-130-019. **Motion carried 3/0**

**NEW BUSINESS**

- A. **Reserve Study Draft** – Upon a motion made, seconded and unanimously carried to approve the Reserve Data Analysis reserve study subject to confirming the amount of the monthly 2021 reserve funding. **Motion carried 3/0**

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JULY 15, 2021  
Page 2 of 2

**B. Next Meeting Date** – The next meeting will be September 16, 2021 via teleconference call.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 6:44 p.m.

ATTEST:  \_\_\_\_\_  
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9/20/2021 | 1:16 PM PDT  
DATE: \_\_\_\_\_