

Board Meeting Agenda

Campus Commons Village Corporation No. Four / November 9, 2020 Board Meeting

1. **Call to Order/Roll Call – 5:30 PM**
2. **President’s Report**
3. **Consent Agenda** (Items on the consent agenda will not normally be discussed as the Board receives their Board packet in advance. Consent Agenda Items will typically be approved with one resolution. If there is an item that does need to be discussed it will be removed from the consent agenda and handled separately.)
 - a. Minutes of Previous Meeting dated September 28, 2020 and October 26, 2020
 - b. Delinquent Accounts - ALL owners in the 30, 60- or 90-day columns of the Accounts Receivable or Delinquency report of the most recent financials are to be sent to collection in accordance with the timelines of the collection policy, including but not limited to recording a lien against the property.
4. **Review Items** (Review Items will not normally be discussed as the Board received their Board packet in advance. These are items that each Board Member is required to review periodically and are on the agenda to leave a record that they were reviewed by the Board Members. If Board Members have questions about these items, they are encouraged to ask management prior to the Board Meeting. No action or Board resolutions are necessary)
 - a. Treasurer’s Report
 - i. Most recent financials including Budget to Actual as of September 2020
 - b. Committee Reports
 - i. Architectural
 - ii. Paint
 - iii. Finance/Maintenance
 - iv. Long Range Landscape Project
 - v. Welcome/ Social
 - vi. Safety/ Security
5. **Action Items** (These are items for which the Board is anticipating making decisions. Board members are expected to have familiarized themselves with these issues and have reached an independent position prior to the meeting. Each item will be introduced with a Motion and a second, then a discussion, and a call for the vote using modified Roberts Rules.)
 - a. Request for Reimbursement
 - b. Gutter Cleanings
 - c. ProForma Budget
6. **Discussion Items** (These are items for discussion and not usually reserved for action; however, action may still be taken on a Discussion Item at the Board’s discretion, if deemed necessary. Discussion Items will typically include items that have come up between meetings. Typically, the Board will need to decide if these items merit inclusion as an Action Item at a later meeting.)
 - a. Reserve Study
 - b. Roof Report Update
7. **Member Comment Period** (This is time set aside for homeowners to provide input to the Board concerning matters of policy that they would like to consider in the future. In most cases, the asking member will be simply thanked for their input. Typically, this is not a period for question answering because decisions already made will have been previously announced, and items for future action cannot under California Law be discussed at this time. A typical comment would be something like ‘I would like it if the Board could look at increasing the amount of seasonal color in the landscaping.’ Or ‘I would like it if the Board would consider expanding the hours of the pool operation’. This is not a time for questions to management as outside of board meetings operational questions can be answered by management anytime during the month and should be brought directly to management by phone or e-mail.)
8. **Adjournment**