



**OPEN SESSION MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**Meadowlark Hall Community Center**  
**12975 Rolling Ridge Drive**  
**Tuesday, December 17, 2024 ~ 6:00 pm**

<b>BOARD MEMBERS</b>	<input type="checkbox"/> _ Dennis Verhagen, President <input checked="" type="checkbox"/> _ Paul Stanton, Vice President * by phone * <input type="checkbox"/> _ David Stolfus, Secretary <input type="checkbox"/> _ Vicki Fitch, Treasurer <input checked="" type="checkbox"/> _ Brad Letner, Director <input type="checkbox"/> _ Steve Troup, Director <input checked="" type="checkbox"/> _ Jay Cohen, Director  Alfred Logan, General Manager Jeaneen Beam, Director Administration & HR Kayla Thomas, Community Engagement Specialist
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1. Call to Order by Letner at 6:04 PM.
2. Pledge of Allegiance was led by David Stolfus.
3. Roll Call was taken and recorded.
4. Executive Session Summary was given by David Stolfus.

Executive Meeting held on December 11, 2025; items discussed were Contracts with vendors. Also, accounting and insurance coverage.

At the Executive Session Meeting December 16, 2024, the following business was discussed: Approval of the minutes from November 18, 2024, and October 21, 2024, the Minutes of December 11, 2024, were tabled. Other discussion included Member Discipline, Appeals of Citations, Legal Updates, Policies, Contracts for the AO remodel, ADA Walkway, Audit, 2025 BOD Elections. Staff Updates and GM MBO Goals.

Acct 485029 APN 0482-145-39-0000

Motion by Stolfus and seconded by Verhagen to approve the resolution to record notice of default item Acct 485029. Motion passed.

Resolution to Record Notice of Default 7 Properties

- |                |                      |
|----------------|----------------------|
| A. Acct 469970 | APN 3088-141-01-0000 |
| B. Acct 478135 | APN 0480-252-12-0000 |
| C. Acct 467315 | APN 0482-153-27-0000 |
| D. Acct 485331 | APN 0482-092-11-0000 |
| E. Acct 469851 | APN 0480-262-01-0000 |
| F. Acct 467097 | APN 0480-272-02-0000 |
| G. Acct 467887 | APN 0482-112-02-0000 |

Motion by Verhagen and seconded by Stolfus to approve the resolution to record notice of default for items A-G listed above. Motion passed.

5. SECRETARY'S REPORT – Approval of Meeting Minutes

Motion by Stolfus and seconded by Fitch to approve the Minutes of the Open Session Meeting of November 19, 2024. Motion passed.

6. GOVERNMENT AGENCY REPORTS

- Representative SVL MAC-Municipal Advisory Council San Bernardino County  
Cheri Boyd reported
- Representative San Bernardino County Fire  
No representative present.
- Representative San Bernardino County Sheriff  
No representative present.

7. COMMITTEE REPORTS

- Architectural Committee  
Randy Dewey reported there were 25 applications submitted for approval.
- Citation Committee  
No representative present
- Communications Committee  
Danny Barton reported on the speed improvement on the website. Great new things coming.  
Come to the January 7<sup>th</sup> meeting for the presentation.
- Community Event Team  
No representative present. Fitch reported there is a new event, January 18<sup>th</sup> for a toy exchange.
- EQ Estates Committee  
No representative present. Stolfus reported the next meeting is January
- Finance/Budget Committee
- Terry Fitch reported on
- Lake Committee
- Randy Dewey reported about the water through the country club,
- Gating the Community Task Force  
No representative present. The Gating Committee Task Force as been taken over by the Finance Committee.

## 8. CONSENT CALENDAR - MOTION

Citations – Code Enforcement and/or Public Safety Contested and Uncontested Violations presented to the Board for Approval to issue Citation-Fine notices.

Motion by Stolfus seconded by Troup to approve as presented. Motion passed.

## 9. TREASURER’S REPORT

A. Receive Treasurer’s Report dated November 30, 2024  
Financial Report was not ready at time of meeting.

## 10. Board of Directors Update

Resignation was received by Tim Craig.

## 11. Appointment of Board of Director

Motion by Fitch and seconded by Troup to appoint Jay Cohen. Motion passed.

## 12. Board of Directors Officers

Motion by Fitch seconded by Troup to appoint Stanton as President. Stanton declined.  
Motion by Stanton seconded by Stolfus to appoint Letner as President. Motion failed.  
Motion by Fitch and seconded by Troup to appoint Verhagen as President. Motion passed.

## 13. End of Fiscal Year 2023-2024 Closing of the Books

Motion by Fitch seconded by Troup to table. Letner stated that a motion to table is generally not debatable, but because there is information, we need to hear we waive the requirement to vote.  
Amended by Verhagen seconded by Letner to close the books as of December 20, 2024, for the fiscal year ending October 31, 2024. Motion failed.

Letner asked for clarification that the fiscal year end is not changing from October 31, 2024, you are asking for the accountant for the closing date of pending items through October 31, 2024, for that fiscal year. Logan said that there needs to be a closing of the books is that we are agreeing to resolve any items for the last fiscal year and anything moving forward from that date we move forward with this year’s budget.

Amended motion by Fitch seconded by Troup to close the books as of November 30, 2024. Motion passed.

## 14. Audit Update

The auditor was approved in Executive session on 12/16/2024.

Motion by Letner and seconded by Fitch to authorize the GM to fund the excess fees for the audit from other budget lines as necessary such as compensation, consulting or any other area as needed for the amount that exceeds the budgeted amount. Motion passed.

15. Investments – Action

A. Appointment of Executive Committee for Investments

Motion by Fitch and seconded by Troup to appoint Fitch, Cohen, and Stanton as an Executive Committee for Investments. Motion passed.

16. Grant of Exclusive Use Common Easement – Action

Motion by Letner and seconded by Verhagen to approve the Grant of Exclusive Use. Motion passed.

17. Resolution and Policy & Code of Conduct for BOD – Action

Motion by Letner and seconded by Troup to approve the existing Resolution Policy & Code of Conduct for the BOD. Motion approved. 5-2. Fitch no, Cohen abstained.

Motion to amend by Fitch and seconded by Troup to table to the next meeting. Motion failed. The original motion stands.

18. Policies – Tabled in November

- A. Operating Policy
- B. Contract Bidding Collection Policy

Motion by Letner and seconded Fitch to table items A & B. Motion passed.

19. Reimbursements to Board Policy – Tabled in November - Discussion

Motion by Fitch and seconded by Letner to table. Motion passed.

20. BAI Board Action Item 24-12-01 Inspector of Board Election April 2025

Motion by Verhagen seconded by Fitch to approve TIE the Inspectors of Election. Motion passed.

21. SVL COP Unit 423 Request for an Event – Fund Raiser/Dance

Motion by Stolfus and seconded by Troup to approve the event. Motion passed.

22. Association Office ADA Walkway

The contract was approved in executive session to approve the contract to JCS concrete services. The contract will be prepared and sent for legal review.

### 23. PROPERTYOWNERS OPEN FORUM

Please state your name and address. Each owner may address the board for up to 3 minutes. A director or manager may briefly respond to comments. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity, or other disruptive behavior. If a speaker is in the middle of a sentence when time is called, they may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others.

3 property owners spoke about barking dogs.

### 24. BOARD OF DIRECTOR'S COMMENTS

Each Board member will be called on for comments.

### 25. ADJOURNMENT

7:45 PM