

FIELDSTONE OWNERS ASSOCIATION
Board of Directors Meeting
March 4, 2023 at 1pm
Upstairs at the Murphys Library and by Zoom

MINUTES

- The meeting was called to order at 1pm. Board Members Present: President Jeff Muscatine, Treasurer Elisa Garin, Secretary Abigail Padou, John Corona, Denise Summersett.
- The board unanimously approved the attached resolution (p.2) (Motion by AP, Second by JC)
- The board unanimously approved a motion to re-open the mailbox with the address of 344 Fieldstone Drive for the purpose of receiving invoices, payments and board business mail. (Motion by DS, Second by EG)
- The board unanimously approved a motion to consolidate Fieldstone's Operating Account and Dues Account currently held at Pacific Western Bank into one Operating Account and for the Treasurer to take all necessary steps to make that happen. (Motion by AP, Second by JC)
- The board unanimously approved the attached resolution (p.3). (Motion by AP, Second by DS)
- Open Forum was held.
- The next board meeting is scheduled for April 1 at 2pm, upstairs at the Murphys Library. An agenda will be provided in advance.
- The board decided to hold an executive session on April 1 at 1pm to discuss the contract with CAMS and dues arrears. An agenda will be provided in advance.
- The meeting was adjourned at 2:50pm.

These minutes were approved by a vote of the board on 4/1/23



Abigail Padou, Secretary

FIELDSTONE OWNERS ASSOCIATION

RESOLVED that on March 4, 2023 at a properly noticed board meeting, a quorum being present, the Fieldstone Board of Directors voted to implement the following financial controls:

- The Association's checkbooks for the Operating Account and Reserve Account shall be held by the Treasurer, who shall review all invoices and write out all checks, but who shall not have check-signing authority or the authority to make or approve electronic payments.
- When invoices are approved and checks are written, the Treasurer shall deliver them to the President or, in the absence of the President, one other officer (excluding the treasurer), who shall have check-signing and electronic payment authority, but who shall not possess the checkbooks.
- The Treasurer shall ensure that copies of all invoices and payments shall be provided to the Association bookkeeper in a timely manner.
- The Association bookkeeper shall not have check-signing authority or the authority to make or approve electronic payments.
- Checks drawn on the Reserve Account shall be signed by the President and one other officer (excluding the Treasurer), after the Treasurer has reviewed the relevant invoice and made out the check.

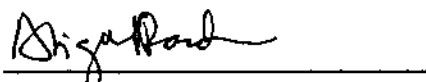
This resolution was approved by a vote of 5 - 0.


Jeff Muscatine, President

2/4/2023
Date


Elisa Garin, Treasurer

March 4, 2023
Date


Abigail Padou, Secretary

3/4/23
Date


John Corona, Director

3/4/2023
Date



Denise Summersett, Director

4 Mar 2023
Date

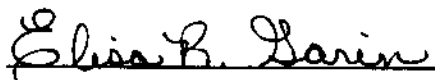
FIELDSTONE OWNERS ASSOCIATION

RESOLVED that on March 4, 2023 at a properly notice board meeting, a quorum being present, the Fieldstone Board of Directors voted to open a checking account at the Angels Camp branch of US Bank for the purpose of holding the Association's Operating Account and accepting all payment of monthly assessments. The Treasurer is directed to open the account at US Bank as soon as possible and transfer all monies currently held in the Operating Account and Dues Account from Pacific Western Bank to the new account at US Bank, before closing the Pacific Western Bank accounts. The Treasurer is further directed to make all necessary arrangements for homeowners to pay their monthly assessments into the new account at US Bank. The Treasurer is further directed to transfer any money held in the Reserve Account at Pacific Western Bank to the Reserve Account at Edward Jones and to close the Reserve Account at Pacific Western Bank.

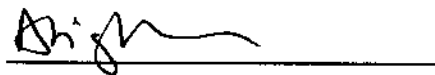
This resolution was approved by a vote of 5-0.


Jeff Muscatine, President

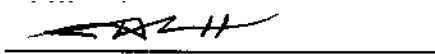
3/4/2023
Date


Elisa Garin, Treasurer


March 4, 2023
Date


Abigail Padou, Secretary

3/4/23
Date


John Corona, Director

3/4/2023
Date


Denise Summersett, Director

4 Mar 2023
Date