

- ❖ **Rules and structure for the meeting:** In order to accommodate the members present, the CFA Code of Conduct for Directors, Committee Members, and Members of Crystal Falls Association adopted May 16, 2019 will be enforced.
- ❖ **All meeting attendees are requested to turn off or silence cell phones to eliminate disruptions. No audio, video or text recordings are allowed by attendees, no exceptions. The secretary may record the meeting to aid in the preparation of minutes.**
- ❖ **If attendees become disruptive, they may be expelled from the meeting and/or fined. Robert's Rules of Order forbid personal attacks: "Under no circumstances can you dispute or question the motives of another member. You may disagree with an idea or result of a proposal but you must avoid personalities."**

1) Call to Order:

- a) Pledge of Allegiance
- b) Roll Call of Directors

2) Announcements:

- a) The next Regular Meeting is scheduled for April 16, 2020
- b) Technology Upgrades Update

3) Approval of Minutes:

- a) Approve Minutes of the Regular Board Meeting February 20, 2020 – Discussion/Action
- b) Approve Minutes of the Emergency Special Board Meeting March 5, 2020 – Discussion/Action
- c) Approve Minutes of the Special Board Meeting March 10, 2020 – Discussion/Action

4) Reports:

- a) Review of Financial Reports
 - 1) Treasurer's Report-Melissa Carter-Discussion/Action
 - 2) Review of latest Bank Statements-Melissa Carter-Discussion/Action
 - 3) Budget vs. Actual Operating Account-Donna Maddox-Discussion/Action
 - 4) Budget vs. Actual Reserve Account-Dave de Villers-Discussion/Action
 - 5) Balance Sheet (new regulations)-Chris Stephan-Discussion/Action
 - 6) Delinquent Assessment Receivable Report-Chris Stephan-Discussion/Action
- b) Barn Report-Chris Stephan/Kevin Wood -Discussion/Action
- c) Budget Committee Report-Dave de Villers-Discussion/Action
- d) Activities Committee Report-Melissa Carter-Discussion/Action
- e) Bylaw Committee Report-Marie Brown-Discussion/Action
- f) CC&R Violation Complaint Committee Report – Sue Fristad-Discussion/Action
- g) Project Management Committee Report and Presentation-Steve Brown-Discussion/Action

**5) Open Forum: Open Meeting Act Civil Code 4925(b) 3 minutes per speaker/30 minutes total time limit.
Each member who wishes to speak must give his/her name and lot number.**

- a) Members present may address the Board of Directors

6) Old Business:

- a) Insurance Committee Members and Chair – Discussion/Actions
- b) Review and Approve Reclamation Policy Revision-Discussion/Action
- c) Review Bidding Policy Revision – Discussion/Action
- d) Election Rules Revision – Discussion/Action
- e) Annual Meeting Date – Discussion/Action
- f) Internal Reserve Labor Capture Time – Discussion/Action
- g) Review and Approve Updated Activities Calendar – Discussion/Action

7) New Business:

- a) Discuss Upper Lake Clean-Up Date and Time – Discussion/Action
- b) Changes to Easter Event – Discussion/Action
- c) Review and Approve 2nd Quarter Newsletter – Discussion/Action
- d) Revise Dues/Assessment Collection Policy – Discussion/Action
- e) Discuss Corona Virus Precaution Requirements – Discussion/Action
- f) 2020 Distribution Plan V 1.3 – Discussion/Action
- g) 2020 Activities Expense Budget/Operating Budget – Discussion/Action

8) Adjourn to Executive Session: This meeting is closed to membership per Civil Code 4935

- a) Approve Minutes of the Executive Session Board Meeting February 20, 2020 – Discussion/Action
- b) Legal Matters – Discussion/Action
- c) Personnel Matters – Discussion/Action

9) Adjournment