



**Crystal Falls Association
Board of Directors
Regular Board Meeting Agenda
January 20, 2022 @6:00pm**

- ❖ **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) Roll Call of Directors

2. Announcements

- a) The next Regular Board meeting is scheduled for February 17, 2022, at 6:00pm.
- b) The 2021 Operating Budget Surplus in the amount of \$40,986.73, has been deposited in the Reserve Account.

3. Approval of Minutes

- a) The Board to review and approve minutes of the December 16, 2021, Regular Board Meeting –Discussion/Action
- b) The Board to review and approve minutes of the December 29, 2021, Special Board Meeting – Discussion/Action

4. Reports

- a) Review of Financial Reports
 - 1) Treasurer's Report- Sandi Bacon -Discussion/Action
 - 2) Review of latest Bank Statements- Sandi Bacon -Discussion/Action
 - 3) Budget vs. Actual Operating Account-Donna Maddox-Discussion/Action
 - 4) Budget vs. Actual Reserve Account-Donna Maddox-Discussion/Action
 - 5) Balance Sheet-Donna Maddox-Discussion/Action
 - 6) Delinquent Assessment Receivable Report-Donna Maddox-Discussion/Action
- b) Budget Committee Report-Donna Maddox-Discussion/Action
- c) Project Management Committee Report-Donna Maddox-Discussion/Action
- d) Barn Report-Donna Maddox/Kevin Wood -Discussion/Action
- e) Activities Committee Report-Penny Mann-Discussion/Action
- f) CC&R Violation Complaint Committee Report –Donna Maddox-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) Member's present may address the Board of Directors

6. Old Business

- a) The Board to discuss the status of the 2022 Budget Development Plan– Discussion/Action
- b) The Board to re-vote on invalid employee bonus vote – Discussion/Action

7. New Business

- a) Board to review Committee Charters and Staffing for 2022 – Discussion/Action
 - 1. Board to review and approve the 2022 Budget Committee Charter based on the 2021 document– Discussion/Action
 - 2. Board to review and approve the Project Management Charter, based on the 2021 document- Discussion/Action
 - 3. Board to review and approve the Activities Committee Charter based on the 2021 document- Discussion/Action
 - 4. Board to review and approve the 2022 CC&R Violation Committee Charter-Discussion/Action
 - 5. Board to review and approve the 2022 Insurance Committee Charter-Discussion/Action
- b) Board to appoint committee chairs – Discussion/Action
- c) Board to review and approve updated Chain of Command – Discussion/Action
- d) Board to review and approve the 2022 Budget Disbursement Plan – Discussion/Action
- e) Board to review and approve the 2022 Reserve Budget Plan- Discussion/Action
- f) Board to approve band for Annual Meeting – Discussion/Action

8. Adjourn to Executive Session

- a) The Board to review and approve minutes of the December 16, 2021, Executive Session – Discussion/Action
- b) Personnel Matters – Discussion/Action
- c) Legal Matters – Discussion/Action

9. Adjournment