

RIVERLAKE LAKE ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

June 24, 2009

MINUTES

NOTICE Upon due notice given and received, the Board of Directors meeting of the Riverlake Lake Association was held on June 24, 2009 at the Riverlake Community Association office, 799 Lakefront Drive, Sacramento California, 95831.

BOARD MEMBERS PRESENT Bob Murphy – President
Jim Parker – VP
Tamara Dawn - Secretary
Calvin Gladden - Director
Dave Skeen - Director

BOARD MEMBERS ABSENT NONE

OTHERS PRESENT Richard Soo Hoo - CFO
Kevin D. Hubred, CCAM, PCAM – General Manager
Tara Correa, Administrative Coordinator

CALL TO ORDER The meeting was called to order at 6:10 PM.

EXECUTIVE SESSION DISCLOSURE Foreclosure

OPEN FORUM There were no homeowners in attendance at the meeting.

CONSENT CALENDAR A motion was made, seconded, and passed unanimously.
RESOLVED: To approve the consent calendar approving: the regular and executive session minutes from the May 27, 2009 board meeting; and, the acceptance of the May 2009 financial statements.

UNFINISHED BUSINESS NONE

NEW BUSINESS **A. BAD DEBT WRITE OFF**
Management submitted information to write off non-recoverable debt due to foreclosure on a unit in the Riverlake Lake Association.
Richard Cave - 701 Still Breeze Way - \$374.10
A motion was made, seconded, and passed unanimously.
RESOLVED: To locate the homeowner via letter in an attempt to collect the past due assessments.

Management is authorized to write off the amounts due as bad debt if they are unsuccessful in locating the previous owner.

ADJOURNMENT There being no further business to discuss, the meeting was adjourned at approximately 8:45 PM.

NEXT MEETING The next meeting is scheduled for:
Regular Board Meeting on Wednesday July 22, 2009 at 6:00 PM at the Association office at 799
Lake Front Drive, Sacramento, CA 95831.

ATTEST: Respectfully submitted by Kevin D. Hubred, CCAM, PCAM – Riverlake General Manager

SECRETARY’S CERTIFICATE

I hereby certify that I am the duly appointed and acting Secretary of the Riverlake Lake Association, and do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the Minutes of the Regular Meeting of the Board of Directors held on June 24, 2009.

Dated: July 22, 2009

Secretary