

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
November 19, 2019

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, November 19, 2019 immediately following the Executive Session Meeting at 6:05pm in the Association's Board Room. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President
Josanne Smith, Vice President
Mary Kucala, Director
Kathleen O'Brien, Director

DIRECTORS ABSENT: Secretary, Vacant
Krisie Lefave, Treasurer
Raymond Rieger, Director

ALSO PRESENT: Steven Shuey, PCAM, CCAM General Manager and Patricia Moeller, On-site Community Association Manager representing Personalized Property Management and homeowner Pat Munson.

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 6:05 p.m.

APPROVAL OF THE AGENDA:

Motion to approve the meeting agenda as presented was made by Mary Kucala, seconded by Josanne Smith. The motion was approved unanimous.

HOMEOWNER FORUM:

The homeowner present requested that the Board contact the owners of the lots on Warner Trail and request that they clean their lots. Management was requested to contact the owners of the lots and request they remove the weeds from their lots.

PRESIDENT'S REPORT:

There was no report from the President.

SECRETARY'S REPORT:

Minutes:

After review, motion to approve the October 15, 2019 meeting Minutes as submitted was made by Josanne Smith, seconded by Ron Crisp. The motion was approved unanimous.

After review, motion to approve the October 30, 2019 meeting Minutes as submitted was made by Josanne Smith, seconded by Ron Crisp. The motion was approved unanimous.

DISCLOSURE OF EXECUTIVE SESSION:

Today, at 5:00PM, prior to this meeting, an Executive Session Meeting was held which lasted about 1 hour 5 minutes. Discussion included contracts, discipline hearings and collection

matters. The Board requested that management attempt to contact the owners whose accounts are due to be foreclosed on.

TREASURER'S REPORT:

The Treasurer's report was given by Steven Shuey. The October 31, 2019 financial reports were reviewed in detail along with a one-page summary addressed to the Board. It was noted that the bank statements and reconciliations were reviewed. It was noted that the association is over budget for the year by \$51,361. This is due to lower income than projected along with extra maintenance than initially projected when the budget was prepared.

It was noted that there is an operating CDAR account in the amount of \$60,137.99 that matures every four (4) weeks. The Board has opted to allow the CDAR to continue to roll over into another four (4) week term.

It was also noted that there are 2 Reserve CDAR accounts maturing at the end of November. The 13-week Reserve CDAR in the amount of \$211,026.36 will have \$50,000 moved to the reserve checking account and the remaining balance of \$161,026.36 be rolled over at the same interest rate. The 26-week Reserve CDAR in the amount of \$163,237.99 will be rolled over at the same interest rate.

Finally, the reserve account has a negative amount of approximately \$7,700 and funds should be transferred from the Reserve CDAR account into the reserve account at maturity. The Board instructed management to move \$50,000 from a reserve CDAR account at maturity and deposit into the reserve checking account.

After review, motion to accept the October 31, 2019 financial report and bank reconciliations as prepared was made by Ron Crisp, seconded by Josanne Smith. The motion was approved unanimous.

COLLECTION REPORT:

The Board reviewed the collection report and the following actions were taken. Management was requested to make a final attempt to contact those owners whose accounts are due to be foreclosed upon.

COMMITTEE REPORTS:

Emergency Preparedness Committee - Chair, Raymond Rieger

No report - The committee is continuing to look into solar panels and backup generator for the association but have placed these items on hold.

Neighbors Helping Neighbors Program for PDCCA - Chair, Kathleen O'Brien

Kathleen has reported that there have been several homes in the community that have been burglarized. She would like to hold a Neighborhood Watch Meeting in late February early March 2020. Management will schedule the meeting and place notice in the newsletter.

Thanksgiving Potluck Dinner- Chair, Krisie Lefave

Management reported: The committee is expecting between 50-75 homeowners and guests to attend the Thanksgiving Potluck Dinner.

Request for Community Event –Golf Cart Parade

There was a request to have another community event by Treasurer, Krisie Lefave. There was discussion on a Golf Cart Parade in late February or early March 2020. There was also discussion on a golf cart parade on the golf course in December 2020. There was a recommendation to have a golf cart parade during the holidays.

CURRENT BUSINESS:

Alice Marble Hall Issues-Window Blinds

Management is in the process of obtaining proposal to replace the blinds and valances in the Alice Marble Hall with something other than vertical blinds.

NEW BUSINESS:

Resolution to Restate the Election Rules to Conform with SB323

The Board reviewed correspondence from the association's legal counsel in regard to having to comply with new law that becomes effective January 1, 2020. After discussion, Motion to approve the Resolution to Restate the Election Rules to conform with SB323 at a cost to be determined was made by Josanne Smith, seconded by Mary Kucala. The motion was approved unanimous.

New Election Timeline

The Board reviewed the new election timeline that will add more time and costs to the election process. It was noted that the newly stated election rules comply with the timeline. No action taken.

Hopscotch Painted on Shuffle Board Courts for the Montessori School

Management requested to paint a couple of hopscotch courts on the old shuffleboard courts for the Montessori School children. There will be no cost to the association due to the use of the in house staff and using existing materials on hand. After discussion, Motion to approve allowing the onsite staff to paint the hopscotch courts on the old shuffle board courts for the Montessori School Children and using on hand materials was made by Josanne Smith, seconded by Mary Kucala. The motion was approved unanimous.

Spa Motor Replacement Proposal

The Board reviewed a proposal from Ainsworth Pools to replace the spa motor. There are 2 options for replacement. Option 1: Replace ¾ hp Motor & Impeller labor and materials; cost \$600. Option 2: Install new Pentair Variable Speed (VS) pump with labor and materials; cost \$1,695. It was noted that the VS pump would save on the cost of electricity. After review, a Motion to approve the proposal from Ainsworth Pools to install a new Pentair VS Pump at a cost of \$1,695 was made by Josanne Smith, seconded by Mary Kucala. The motion was approved unanimous.

ADA Compliance Proposal for the Restrooms at the Alice Marble Hall

The Board reviewed a proposal from Vantage Point Construction to bring the restrooms at the Hall into ADA compliance. The board further recommended obtaining additional proposals and estimates for all other work on Alice Marble Hall.

Management Reports:

The Management reports for the period ending October 31, 2019 which consisted of the Operations Report, Action Item List, a list of Completed Projects by Andrew, Violation Report, the Architectural Request Report, and Closed Escrow Report were reviewed. It was noted to

add a personnel item to the next agenda for consideration of hiring Andrew Crisp to PPM staff in 2020.

After review, Motion to accept the Management Reports as prepared by Management was made by Josanne Smith, seconded by Kathleen O'Brien. The motion was approved unanimously.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, December 17, 2019 immediately following the 5:00pm Executive Session Meeting. The Homeowners Open Forum starts at 6:30 p.m.

ADJOURNMENT:

With no further business to be brought before the board and upon a motion made by Josanne Smith, seconded by Kathleen O'Brien and unanimously approved, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,
Patricia Moeller, Onsite Community Association Manager
Personalized Property Management Company

<p>CERTIFICATE OF SECRETARY</p> <p>I certify that I am a director of the <u>Palm Desert Country Club Association</u>, a California incorporated association. The foregoing is a true and correct record (minutes) of the meeting held by the Board of Directors of the Association.</p> <p>DATED: _____</p> <p style="text-align: center;">Palm Desert Country Club Association A California Corporation</p> <p>BY: _____ Secretary or Director</p>
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