

**PALM DESERT COUNTRY CLUB ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Palm Desert Country Club Association
77-800 California Drive, Palm Desert, CA 92211
December 19, 2017**

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, December 19, 2017 at 6:00 p.m. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President
Josanne Smith, Vice President
Kathleen O'Brien, Director
Raymond Rieger, Director

DIRECTORS ABSENT: Angela Sacco, Secretary
Charles Ash, Director
Steven Waller, Treasurer

ALSO PRESENT: Debbie Boss, Community Association General Manager, Patricia Moeller, CCAM, Administrative Assistant and Steven Shuey, PCAM Operations Manager representing Personalized Property Management.

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 6:03 p.m.

APPROVAL OF THE AGENDA:

After review, motion to approve the December 19, 2017 meeting agenda as presented was made by Josanne Smith, seconded by Raymond Rieger. The motion to approve was unanimous.

HOMEOWNER FORUM:

Lewis Mitchell -77450 Wyoming-Made the following comments-heard the annual assessments were being increased; it was noted that the 2018 annual assessment will remain the same at \$330- Cigarette smell in the men's bathroom-outdoor shower water needs to be warmer. The Board has requested an update at the next meeting.

PRESIDENT'S REPORT:

None.

SECRETARY'S REPORT:

Minutes:

After review, motion to approve the meeting Minutes of November 21, 2017 as presented was made by Josanne Smith, seconded by Ron Crisp. The motion to approve was unanimous.

Disclosure of Executive Session:

Disclosure of the Executive Session of December 19, 2017 was made by Community Association General Manager, Debbie Boss who indicated that there were Legal, Collections

and Member Issues/Discipline matters discussed. No Contract or Personnel matters were discussed. The Executive Session meeting minutes for November 21, 2017 Board meeting were approved as presented. Also, the Executive Session Agenda for the December 19, 2017 Board meeting was approved.

TREASURERS REPORT:

The Treasurer's report was given by Community Association General Manager, Debbie Boss. The November 30, 2017 financial reports were reviewed in detail along with a one page summary letter addressed to the Board. It was noted Year-To-Date the Association is over budget by \$16,785. Month-To-Date the Association is under budget by \$261; this is a result of income being lower than budgeted.

It was also noted that there is a CDAR account in the amount of \$110,124.30 that will mature on December 28, 2017. The Board has opted to allow the CDAR to roll over into another four (4) week term. There was no action needed from the Board.

After review, motion to accept the November 30, 2017 financials and bank reconciliations as presented by management was made by Josanne Smith, seconded by Ron Crisp. The motion to approve was unanimous.

Collection Report:

Collection matters were discussed at the Executive Session Meeting on December 19, 2017. It was noted that Legal Counsel and Management are working diligently to collect outstanding monies owed and to reduce the number of accounts in collection.

Old Business:

Alice Marble Hall/Vacancy/Search for New Tenants:

Management reported that a "Space for Lease" banner has been installed and that the banner has generated interest from prospective user groups for the hall who would rent the facility long-term. There are at least four (4) different user groups that would like to rent the hall long term starting January 1, 2018.

Emergency Preparedness/Generator:

Management provided a status update to the Board and reported that they had met with Grayco Electric & Caterpillar Company and conducted an on-site survey to determine the size of generator needed for the facility. Management reported that the cost anticipated could be a minimum of \$100,000 to install the size generator that would power the on-site offices. There was also discussion on having solar panels with batteries for electricity storage installed on the property. A committee of Raymond Rieger and Charlie Ash was formed to research alternative options for powering the onsite buildings.

New Desk Top Computer Update:

General Manager, Debbie Boss reported that the computer has been purchased along with a new printer and will be installed.

NEW BUSINESS:

Proposal to install Ocotillo & Silver Spoon Plants at the Pool Gate:

The Board reviewed a proposal from Sancho's Landscape for the installation of 6 Ocotillo plants and 5 Silver Spoon Trees at the pool gate and to install proper irrigation at a cost of \$675.

After review, motion to approve the proposal from Sancho's Landscape for the installation of 6 Ocotillo plants and 5 Silver Spoon Trees at a cost of \$675 was made by Kathleen O'Brien, seconded by Raymond Rieger. The motion to approve was unanimous.

Discuss Creating a Neighbors Helping Neighbors Program for PDCCA

It was recommended by a Board Member that the Association form a Neighbors helping Neighbors program. The board agreed that this is a welcomed program. Kathleen O'Brien will chair the program and will draw up some bullet points and get them to management.

Installation of Solar on Roof/Batteries to Store Electricity and Reduce Costs

See comments above in Emergency Preparedness.

Management Reports:

1. The Management report for the period ending November 30, 2017 which consisted of the PDCCA Violation Report, the Architectural Request Report, Neighborhood Watch Crime Log, PDCCA Debit Card Purchase Report, Newsletter Advertiser List, New Newsletters Advertiser List , Escrows Closed and Accomplishment Log and were reviewed and accepted by the Board.

After review, motion to accept the Management Reports as presented by Management was made by Josanne Smith, seconded by Ron Crisp. The motion to approve was unanimous.

NEXT MEETING:

The next Board of Director Meeting is to be held on Tuesday, January 16, 2018 at 6:00 PM at the Association's Board Room.

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 7:27 PM.

**Respectfully submitted,
Patricia Moeller, Administrative Assistant
Personalized Property Management Company**

CERTIFICATE OF SECRETARY	
I certify that I am a director of the Palm Desert Country Club Association, 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.	
DATED:	<u>1/16/18</u>
	Palm Desert Country Club Association A California Corporation
BY:	<u>Josanne Smith</u> Secretary or Director