

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
June 16, 2020

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, June 16, 2020 immediately following the Executive Session Meeting at 2:33pm via video conference. 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, Secretary
Krisie Le Fave, Treasurer
Raymond Rieger, Director
Kathleen O'Brien, Director
Patricia Munson, Director

DIRECTORS ABSENT: None

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

CALL TO ORDER:
Ron Crisp called the Open Session meeting to order at 2:33 p.m.

APPROVAL OF THE AGENDA:
Motion to approve the meeting agenda as presented was made by Raymond Rieger, seconded by Josanne Smith. The motion was approved unanimous.

HOMEOWNER FORUM:
There were no homeowners present.

PRESIDENT'S REPORT:
There was no report from the President.

SECRETARY'S REPORT:
Minutes:
After review, motion to approve the May 19, 2020 meeting Minutes as submitted was made by Raymond Rieger, seconded by Josanne Smith. The motion was approved unanimous.

DISCLOSURE OF EXECUTIVE SESSION:
Today, at 2:00PM, prior to this meeting, an Executive Session Meeting was held which lasted about 33 minutes. Discussion included contracts, discipline hearings and collection matters.

TREASURER'S REPORT:

The Treasurer's report was given by General Manager, Steven Shuey. The May 31, 2020 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. All Financial documents including the general ledger, Balance sheet, Revenue & Expense statement, check registers, bank statements & reconciliations, and delinquency reports were provided to the board for their review as per Civil Code.

It was noted that there is an operating CDAR account in the amount of \$60,363.79 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.

After review, motion to accept the May 31, 2020 financial report and bank reconciliations as prepared was made by Josanne Smith, seconded by Raymond Rieger. The motion was approved unanimous.

COLLECTION REPORT:

The Board reviewed the collection report and the following actions were taken. Management is to make a final attempt to get those owners who are still delinquent in their annual assessments on a payment plan.

COMMITTEE REPORTS:

Emergency Preparedness Committee - Chair, Raymond Rieger

Raymond Rieger stated there is nothing to report as everything is on hold due to COVID-19.

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

No report was given.

Social Committee- Chair, Krisie Le Fave

The Social Committee has cancelled the Luau in July and the Thanksgiving Potluck in November due to the Covid-19 Pandemic.

CURRENT BUSINESS:

Alice Marble Hall Floor Replacement

The flooring in AMH suffered flooding during a storm several years ago. As a result, the flooring material is beginning to warp in places. Replacement is being considered. The Board reviewed a proposal from F&F Construction for the replacement of the floor in the Alice Marble Hall at a proposed cost of \$27,499. The Board declined to act on this proposal. There was concern that now is not the right time for such a project. Board members were asked to go by and look at the condition of the floor and report back to staff with their thoughts as to whether the floor could last without replacement for another season or two. Further, since there was only one proposal submitted, Management was requested to obtain additional proposals for the replacement of the floor in the hall and repair of the stage floor.

Annual Meeting Discussion

The Board discussed the annual meeting and that it would be held via video conference. The ballots would be opened via video conferencing as well. The link for the meeting was added to the association's website and was in the posted and mailed meeting notice so that homeowners could attend the annual meeting via video conference. It was noted they could attend in person at the office.

NEW BUSINESS:

Montessori School Financial Update and Payments

There was a request from the school administrator for a fifty percent reduction in their lease payments from March through August this year due to their inability to make the full monthly payments as a result of the closure of the school during the Covid-19 pandemic. There was discussion regarding the school bringing their payments current from March through June at a fifty percent discount. July's payment would be due in July and August payment would be due in August, both at a fifty percent reduction.

After discussion, Motion to approve the request from the school administrator for a fifty percent reduction or \$2,000 in the monthly lease amount from March through August 2020 was made by Raymond Rieger, seconded by Josanne Smith. The motion was approved unanimous.

Reserve Study Proposal

The Board reviewed a proposal from SCT Reserve Study Consultants for a level 2 onsite inspection and report at a cost of \$1,225. After review, Motion to approve the proposal from SCT Reserve Consultants for the level 2 Reserve Study at a cost of \$1,225 was made by Ron Crisp, seconded by Josanne Smith. The motion was approved unanimous.

Management Reports:

The Management reports for the period ending May 31, 2020 which consisted of the Operations Report, Action Item List, Violation Report, the Architectural Request Report, and Closed Escrow Report were reviewed.

After review, Motion to accept the Management Reports as prepared by Management was made by Raymond Rieger, seconded by Mary Kucala. The motion was approved unanimous.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, September 15, 2020 immediately following the 2:00pm Executive Session Meeting. The Homeowners Open Forum starts at 3:30 p.m. It was noted the Video Organizational meeting is set for June 30, 2020 at 2:00 p.m.

ADJOURNMENT:

With no further business to be brought before the board and upon a motion made by Raymond Rieger, seconded by Ron Crisp and unanimously approved, the meeting was adjourned at 3:20 p.m.


Respectfully submitted,
Patricia Moeller, Onsite Community Association Manager
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: _____

Palm Desert Country Club Association
A California Corporation

BY: 
Secretary or Director