

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

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, February 19, 2019 at 5:40 p.m. 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
Kim Herman, Secretary
Raymond Rieger, Director
Kathleen O'Brien, Director

DIRECTORS ABSENT: Angela Sacco, Treasurer
Krisie Lefave, Director

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 5:40 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:

The following comment was made during open forum: North East Corner of Michigan and Kansas there is a visibility issue. Management will inspect the corner and have the issue corrected.

PRESIDENT'S REPORT:

There was no report from the President.

SECRETARY'S REPORT:

Minutes:

After review, motion to approve the January 15, 2019 meeting Minutes as submitted by management was made by Raymond Rieger, seconded by Josanne Smith. The motion was approved unanimous.

DICLOSURE OF EXECUTIVE SESSION:

Today, at 4:30PM, prior to this meeting, an Executive Session Meeting was held which lasted about 55 minutes. Discussion included solar project proposals and collection matters.

TREASURERS REPORT:

The Treasurer's report was given by Steven Shuey. The January 31, 2019 financial reports were reviewed in detail along with a one page summary addressed to the Board. It was noted

that bank statements and reconciliations were reviewed. It was noted that the association is under budget for the month by \$6,878.

It was noted that there is a CDAR account in the amount of \$60,136.15 that matures every four (4) weeks. The Board has opted to allow the CDAR to roll over into another four (4) week term.

It was noted that there is a CDAR account in the amount of \$210,338.28 that matures every thirteen (13) weeks. The Board has opted to allow the CDAR to roll over into another thirteen (13) week term.

After review, motion to accept the January 31, 2019 financial report and bank reconciliations as prepared by management was made by Josanne Smith, seconded by Raymond Rieger. The motion was approved unanimous.

Board Resolution to Transfer of Monies in Excess of \$10,000

After review, motion to approve the Board Resolution to Transfer of Monies in Excess of \$10,000 in order to facilitate the 2 progress payments to Rammell Construction in the amount of \$13,480 each was made by Ron Crisp, seconded by Josanne Smith. The motion was approved unanimous.

Board Resolution for Financial Subcommittee

After review, motion to approve the Board Resolution to Create a Financial Subcommittee of the Treasurer, Angela Sacco, and Director, Raymond Rieger, to review the financial statements during the months no board meeting held was made by Ron Crisp, seconded by Josanne Smith. The motion was approved unanimous.

Collection Report:

The Board reviewed the collection report. There were 5 payment plan offers submitted by homeowners with requests to reduce the delinquent amounts. The Board denied the requests to reduce the amounts owed. The Board would consider any payment plan that includes the payment of the entire amount owed.

Committee Reports:

Emergency Preparedness Committee - Chair, Raymond Rieger

The committee is still looking into solar panels for the association.

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

Kathleen reported that she and management are meeting to design a flyer for the Neighbors Helping Neighbors program. Kathleen will drive the property and select a few homes and speak with the homeowner to see if the association could be of assistance.

UNFINISHED BUSINESS:

Exterior Building Painting

Painting begins February 25, 2019

Pool Coping Repairs

Project begins February 25, 2019

2018/2019 Electrical Usage Spread Sheet

The Board reviewed the updated 2018 Electrical Usage spread sheet that was prepared by management. There was no action taken.

NEW BUSINESS:

Alice Marble Hall Issues

New Ballroom Dance Class to start end of February.

Montessori School Driveway Widening:

The Board reviewed 2 proposals to widen the driveway at the Montessori School and place 2,700 sq ft of new asphalt. *After review, Motion to approve the contract proposal for driveway widening from AMS Paving in the amount of \$10,501.00 to install 2,700 sq ft of new asphalt was made by Raymond Rieger, seconded by Kim Herman. The motion was approved unanimous.*

Pool Maintenance Contract Proposals:

The Board reviewed 2 proposals for the pool maintenance contract. After review, *Motion to approve the proposal for the pool maintenance contract from Ainsworth Pools in the amount of \$1,650 per month was made by Josanne Smith, seconded by Raymond Rieger. The motion was approved unanimous.* Management is to send a 30 day Termination letter to Osburn Pools.

Neighborhood Watch Meet & Greet:

The Board reported that there was a good turnout at the Neighborhood Watch Meet & Greet.

Annual Meeting:

There was discussion on the annual meeting date, number of seats to be open, inspector of elections, etc.

Recommended Pool Monitor Dates:

The Board reviewed the recommended pool monitor dates provided by management. No action was taken by the board.

Management Reports:

The Management report for the period ending January 31, 2019 which consisted of the Operations Report, Action Item List, Violation Report, the Architectural Request Report, and Closed Escrows were reviewed.

After review, Motion to accept the Management Reports as prepared by Management was made by Josanne Smith, seconded by Kim Herman. The motion was approved unanimous.

NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, March 19, 2019 immediately following the 4:30p.m. 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 Kim Herman, seconded by Josanne Smith and unanimously approved, the meeting was adjourned at 6:36 p.m.

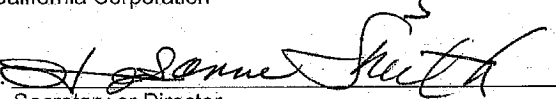
Respectfully submitted,
Patricia Moeller, Onsite Community Association Manager
Personalized Property Management Company

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