

**REGULAR MEETING MINUTES**  
**BOARD OF DIRECTORS**  
Palm City Association dba  
**Palm Desert Country Club Association**  
**June 18, 2019**

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, June 18, 2019 immediately following the Executive Session Meeting at 5:40 pm in the Association's Board Room. A quorum of Board members was present and business was conducted as is outlined herein.

**DIRECTORS PRESENT:** Josanne Smith, Vice President  
Krisie Lefave, Treasurer  
Raymond Rieger, Director  
Mary Kucala, Director  
Kathleen O'Brien, Director

**DIRECTORS ABSENT:** Ron Crisp, President  
Kim Herman, Secretary

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

**CALL TO ORDER:**

Josanne Smith 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 comments were made during open forum: There were questions regarding the upcoming Spectrum vote solicitors.

**PRESIDENT'S REPORT:**

There was no report from the President.

**SECRETARY'S REPORT:**

**Minutes:**

After review, motion to approve the May 21, 2019 meeting Minutes as submitted was made by Josanne Smith, seconded by Krisie Lefave. The motion was approved unanimous.

**DICLOSURE OF EXECUTIVE SESSION:**

**Today, at 5:00PM,** prior to this meeting, an Executive Session Meeting was held which lasted about 40 minutes. Discussion included Spectrum Bulk offer, discipline hearings and collection matters.

### **TREASURERS REPORT:**

The Treasurer's report was given by Steven Shuey. The May 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 over budget for the year by -\$3,221.

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

After review, motion to accept the May 31, 2019 financial report and bank reconciliations as prepared was made by Krisie Lefave, seconded by Kathleen O'Brien. The motion was approved unanimous.

### **Collection Report:**

The Board reviewed the collection report. The Board approved signing the Pay or Lien notices for approximately 40 delinquent homeowners.

### **Committee Reports:**

#### Emergency Preparedness Committee - Chair, Raymond Rieger

The committee is continuing to look into solar panels for the association but have placed this item on hold.

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

Chair, Kathleen O'Brien has scheduled a Art, Health and Wellness event to be held at the Alice Marble Hall on October 19, 2019 from 10am-2pm.

### **UNFINISHED BUSINESS:**

#### Alice Marble Hall Issues

There were no new issues to discuss.

#### Annual Meeting Discussion

There was discussion on the Annual/Town Hall Meeting and the Spectrum proposal. After discussion, Motion to approve to send the Spectrum Double Bulk Cable proposal to a vote of the membership was made by Krisie Lefave, seconded by Josanne Smith. The motion was approved unanimous. Management was directed to contact the association's legal counsel to prepare the ballot material.

#### Wireless Microphone System

The new wireless microphone system has been installed. The system was also within the \$1,000 budget the board approved at a previous meeting.

#### Alice Marble Hall Table Replacement

The tables are on order and should be delivered within the next few days.

#### Pool Equipment Enclosure Replacement

The fencing that encloses the pool equipment has been scheduled to be replaced the last week in June.

#### Pool Deck Repair

The pool deck has been repaired.

### Pool Area Wind Screen

The wind screen that surrounds the pool area is scheduled to be replaced the last week in June.

### Family Pool & Spa Renovations

The family pool and spa renovations have been scheduled to start the first week in November 2019.

### **NEW BUSINESS:**

#### Insurance Renewal Approval Ratification

The Board reviewed the insurance renewal proposal from LaBarre Oksnee Insurance for the Liability, Umbrella, D&O and Fidelity Bond policies in the amount of \$20,501.76 which is an increase of \$9 from the prior year. After review, Motion to ratify the approval for the association's insurance renewal at a cost of \$20,501.76 was made by Josanne Smith, seconded by Kathleen O'Brien. The motion was approved unanimous.

#### Appoint Inspector of Elections

The discussed who should be appointed to be the inspector of elections for the Spectrum ballot that would have nothing to gain from the vote. After discussion, Motion to appoint Patricia Moeller as the Inspector of Elections was made by Krisie Lefave, seconded by Kathleen O'Brien. The motion was approved unanimous.

#### Set Record Date for Spectrum Ballot

The Board discussed when the Date of Record should be for the Spectrum ballot. After discussion, Motion to set the Record Date for the Spectrum Ballot for the date after the labels have been printed was made by Kathleen O'Brien, seconded by Krisie Lefave. The motion was approved unanimous.

### **Management Reports:**

The Management reports for the period ending May 31, 2019 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 Josanne Smith, seconded by Raymond Rieger. The motion was approved unanimous.

### **NEXT MEETING:**

The next regular Board of Directors Meeting has been scheduled for Tuesday, September 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 Raymond Rieger, seconded by Josanne Smith and unanimously approved, the meeting was adjourned at 7:00 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: 9/17/19 

Palm Desert Country Club Association  
A California Corporation

DRAFT