

**REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm Desert Country Club Association
April 17, 2018**

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, April 17, 2018 at 5:23 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
Kathleen O'Brien, Director
Raymond Rieger, Director-Via Conference Call

DIRECTORS ABSENT: Angela Sacco, Secretary
Steven Waller, Treasurer

ALSO PRESENT: Patricia Moeller, Community Association Manager, John Foster of F&F Construction, Tim Ollom of Tiger Electric and Fred Bell of NoBell Energy Solutions, LLC. There were no homeowners present.

CALL TO ORDER:
Ron Crisp called the Open Session meeting to order at 5:23 p.m.

APPROVAL OF THE AGENDA:
A motion to approve the meeting agenda as presented was made by Josanne Smith, seconded by Kathleen O'Brien. The motion was approved unanimous.

HOMEOWNER FORUM:
There were no homeowners present.

PRESIDENT'S REPORT:
There was no report.

SECRETARY'S REPORT:

Minutes:
After review, a motion to approve the meeting Minutes of the March 20, 2018 as presented was made by Josanne Smith, seconded by Kathleen O'Brien. The motion was approved unanimous.

Disclosure of Executive Session:
The following items were discussed in Executive Session: Golf Course development, no action taken; Cell Tower lease arrangement, no report. Collections were reviewed. The Board approved to send pay or lien letters to those owners that have not paid the 2018 annual assessment and to deactivate their key fobs for those owners so notified via a hearing notice.

TREASURERS REPORT:

The Treasurer's report was given by Patricia. The March 31, 2018 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 also noted that there is a CDAR account in the amount of \$110,127.67 that matures each month. The Board has opted to allow the CDAR to roll over into another four (4) week term.

The Board reviewed a letter dated April 4, 2018 closing the Debit Card account at First Foundation Bank. The account was closed on April 5, 2018.

After review, a motion was made by Kathleen O'Brien, seconded by Josanne Smith to accept the March 31, 2018 financial report and bank reconciliations as prepared by management. The motion was approved unanimous.

Collection Report:

Collection matters were discussed at the Executive Session Meeting on April 17, 2018. A Show Cause hearing was held in executive session for a specific list of owners currently delinquent. No owners appeared for the hearing. Following the hearing management was directed to deactivate pool access key fobs and send out pay or lien letters for delinquent owners.

UNFINISHED BUSINESS:

Spa & Pool Area Deck Work/Pool Plaster Proposals

John Foster of F&F Construction attended the meeting and gave a report on his proposal. The Board will review the proposal in detail and have John Foster again attend the next meeting.

Alice Marble Hall Rental Issues

The Board reviewed the pictures provided by management of the mess left behind from two homeowner user groups that rented the hall. The Board approved to return \$250 of the security deposit to the one homeowner user group and the other homeowner user group will receive the entire \$500 security deposit.

Ring Down Phone at Hall & Pool Area

Management contacted Frontier and requested a quote for the installation of two (2) ring down phones to be placed at the Alice Marble Hall and the pool area for emergencies. The association will need to have a land line installed at both areas. The cost of the installation is \$480, plus the cost of the phones, plus the cost of the installation of land lines and the cost of the monthly phone bill. There was a recommendation that if the Board approved to have these phones installed at the pool area that the installation is done after the completion of the pool area renovation. There was also discussion regarding the need to have one installed at the Alice Marble Hall as homeowners do not have access to the hall at all times as they do the pool area. No action was taken.

Bylaw Amendment Ballot Results

A quorum has been established with 273 ballots received. For the bylaw amendment to pass there needs to be 164 "Yes" votes or 60% of the total ballots received. The bylaw amendment passed with 252 "Yes" votes, 17 "No" votes and 4 invalid ballots.

Annual Meeting

The Annual Meeting has been scheduled for Tuesday, June 19, 2018 @ 4:00 pm, followed by the Organizational Meeting followed by the Open Session meeting and then the Executive Session meeting. Based on the outcome of the Bylaw amendment ballot, a slate of 7 candidates will be elected to the board at the Annual Meeting. It was noted that five nominations have been received for the seven open positions. Management was directed to begin preparing the election materials.

NEW BUSINESS:

DEH Pool Reports

The Board reviewed the Department of Environmental Health Reports. There were a few items that the associations Pool Company will need to address. These reports were emailed over to Osborne Pool Company for corrective action. No action necessary from the Board.

Recommendations for Pool Monitors for 2018 and Subsequent Year

Management provided a list of dates of all major holiday weekends in 2018. Management has recommended that a pool monitor be on site at the pool for these holiday weekends. After review, a motion to approve the recommended dates provided by management for pool monitor in 2018 was made by Josanne Smith, seconded by Kathleen O'Brien. The motion approved unanimous.

Summer Office Hours

Summer office hours begin on Friday, June 1, 2018. The office is closed on Fridays from June 1, 2018 thru September 1, 2018 and will resume regular office hours on Monday, September 3, 2018.

CAI Classes

Management recommended to the Board that if a board member is attending a CAI event or class that the board members pay for the event or class out of their own pocket and can seek reimbursement from the association. After discussion, a motion to approve managements recommendation to have board members pay for their attendance for CAI functions out of their pocket and seek reimbursement from the association was made by Josanne Smith, seconded by Kathleen O'Brien. The motion was approved unanimous.

Alice Marble Hall Homeowner Use Contract Change Recommendations

It was noted that the current agreement calls for a flat \$160 fee for security when alcohol is served. Management recommended that the cost of having security officers attend a homeowner's event at the hall where alcohol will be served be changed to cover the cost of the 2 security officers. Management is recommending \$40 per hour with a four (4) hour minimum for 2 security officers. The security officers must attend the entire event. It was decided that the outside patio area is to be made part of the Hall rental agreement. After review and discussion, a motion to change the language in the user contract to \$40 per hour with a four hour minimum for events where alcohol will be served and to include the outside patio area as part of the rental agreement was made by Josanne Smith, seconded by Kathleen O'Brien. The motion was approved unanimous.

Management Reports:

The Management report for the period ending March 31, 2018 which consisted of the Operations Report, Action Item List, Violation Report, the Architectural Request Report, Neighborhood Watch Crime Log, New Newsletters Advertiser List, Escrows Closed and Action List were reviewed.

After review, a motion was made by Josanne Smith, seconded by Kathleen O'Brien to accept the Management Reports as presented by Management. The motion was approved unanimous.

Committee Reports:

Emergency Preparedness Committee

This committee is looking into Generator/Solar Panels/Electrical Upgrades/Hand Held Radios. Tim Ollom of Tiger Electric and Fred Bell of NoBell Energy Solutions, LLC gave a presentation on the installation of solar panels and the Power Purchase Agreement handout. It was recommended that the metal roof be replaced with asphalt shingles in the areas where the solar panels will be installed. There will also be a free standing structure to hold additional panels. The cost of the roof replacement and free standing structure is included in the price of the solar panel installation. No action was taken on the presentation. Tim Ollom & Fred Bell will attend the next meeting.

Neighbors Helping Neighbors Program for PDCCA

No report given by Chair, Kathleen O'Brien.

NEXT MEETING:

The next Board of Director Meeting is to be held on Tuesday, May 15, 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 7:53 PM.

Respectfully submitted,
Patricia Moeller
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: Josanne Smith
Secretary or Director