

REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm City Association dba
Palm Desert Country Club Association
February 16, 2021

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, February 16, 2021 immediately following the Executive Session Meeting at 3:00pm. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT: Ron Crisp, President- Via Video Conference
Kathleen O'Brien, Vice President-Via Video Conference
Mary Kucala, Secretary- Via Video Conference
Jack (John) Area, Treasurer- Via Video Conference
Heather Andrews, Director-Via Video Conference
Tom Morris, Director- Via Video Conference

DIRECTORS ABSENT: Pat Munson, Director

ALSO PRESENT: Patricia Moeller, General Manager representing Personalized Property Management.

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 3:00pm.

APPROVAL OF THE AGENDA:

Motion to approve the agenda as presented was made by Tom Morris, seconded by Jack Area. The motion was approved unanimously.

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 January 19, 2021 meeting Minutes as submitted was made by Tom Morris, seconded by Ron Crisp. The motion was approved unanimously.

DISCLOSURE OF EXECUTIVE SESSION:

Today, at 2:02PM, prior to this meeting, an Executive Session Meeting was held which lasted about 58 minutes. Discussion included contracts, discipline hearings and collection matters. There was a request for an IDR Meeting with the Board from a homeowner. The Board will honor the homeowners request.

TREASURER'S REPORT:

The Treasurer's report was given by Treasurer, Jack Area. The January 31, 2021 financial report was 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 \$60,505.07 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 January 31, 2021 financial report and bank reconciliations as prepared was made by Tom Morris, seconded Mary Kucala. The motion was approved unanimous.*

COLLECTION REPORT:

The Board reviewed the collection report. The Board approved to issue 12 Pay or Lien letters and to send over 150 late letters.

COMMITTEE REPORTS:

Emergency Preparedness Committee

No report.

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

There was no report given.

Social Committee, Chair, Heather Andrews

There was no report given.

CURRENT BUSINESS:

Community Blood Drive- Management reported on the Blood Drive that was held on Saturday, February 16, 2021 from 10am-3pm. There was a good turnout of donors. A second Blood Drive has been scheduled for August 21, 2021 from 10:00am – 3:00pm at the Alice Marble Hall.

NEW BUSINESS:

Annual AC Maintenance

The Board reviewed a Planned Service Agreement Renewal from Desert Air Conditioning for the four times per year maintenance agreement at a cost of \$3,232 or \$833 per visit. After review, *Motion to approve the Planned Service Agreement Renewal at a cost of \$3,232 per year was made by Tom Morris, seconded by Jack Area. The motion to approve was unanimous.*

Family Pool Heater Replacement Ratification

Management was notified by the pool company that the pool heater needed repairs. The repairs would cost roughly \$1,000. They also stated the pool heater is 11 years old and the cost to replace the heater would cost \$3,900. Management informed the board via email of the heater issues and asked for a vote to repair or replace heater. The board approved to replace the pool heater at a cost of \$3,900 via email. After discussion, *Motion to ratify the approval of the pool heater replacement at a cost of \$3,900 was made by Mary Kucala, seconded by Tom Morris. The motion to approve was unanimous.*

Management Reports:

The Management reports for the period ending December 31, 2020 which consisted of the Violation Report, the Architectural Request Report, and Closed Escrow Report were reviewed.

After review, Motion to accept the Management Reports as prepared was made by Tom Morris, seconded by Jack Area. The motion was approved unanimous.

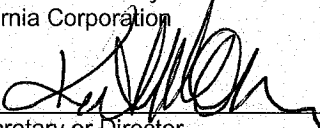
NEXT MEETING:

The next regular Board of Directors Meeting has been scheduled for Tuesday, March 16, 2021 immediately following the 2:00pm Executive Session Meeting. The Homeowners Open Forum starts at 3:00 p.m.

ADJOURNMENT:

With no further business to be brought before the board, a motion was made and seconded and unanimously approved to adjourn the meeting at 3:20 p.m.

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

<p>CERTIFICATE OF SECRETARY</p> <p>I certify that I am a director of the <u>Palm Desert Country Club Association</u>, 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.</p> <p>DATED: <u>May 6, 2021</u></p> <p style="text-align: center;">Palm Desert Country Club Association A California Corporation</p> <p>BY: <u></u> Secretary or Director</p>	
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