

**REGULAR MEETING MINUTES
BOARD OF DIRECTORS
Palm Desert Country Club Association
February 20, 2018**

A Regular meeting of the Board of Directors of the Palm Desert Country Club Association was held on Tuesday, February 20, 2018 at 6:00 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
Angela Sacco, Secretary
Josanne Smith, Vice President
Kathleen O'Brien, Director
Charles Ash, Director
Steven Waller, Treasurer

DIRECTORS ABSENT: Raymond Rieger, Director

ALSO PRESENT: Steven Shuey, PCAM, CCAM, General Manager.

CALL TO ORDER:

Ron Crisp called the Open Session meeting to order at 6:45 p.m.

APPROVAL OF THE AGENDA:

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

HOMEOWNER FORUM:

There were no homeowners present.

PRESIDENT'S REPORT:

There was a comment from the neighboring community regarding use of the board room for a fee. Following discussion it was agreed to waive the fee for Garden Apartments HOA in the future and issue a key and alarm code for their use.

It was also noted that housekeeping could be improved.

SECRETARY'S REPORT:

Minutes:

After review, motion was made and seconded to approve the meeting Minutes of January 16, 2018 as presented. 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 action; Montessori School Lease Agreement was noted as signed for another year with automatic renewal; and Marble Hall Lease Agreement was reviewed. Collections were reviewed. The Board approved to start Notice of Default proceedings on APN# 637-062-008.

TREASURERS REPORT:

The Treasurer's report was given by General Manager, Steven Shuey. The January 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 \$110,125.99 that matures each month. The Board has opted to allow the CDAR to roll over into another four (4) week term. There was no action needed from the Board.

After review, motion was made and seconded to accept the January 31, 2018 financial report and bank reconciliations as prepared by management. The motion was approved unanimously.

Collection Report:

Collection matters were discussed at the Executive Session Meeting on February 20, 2018. After discussion, A Motion was made by Angel Sacco, Seconded by Josanne Smith to approve starting the NOD process on APN#637-062-008. The motion was approved unanimously.

UNFINISHED BUSINESS:

Spa & Pool Issues

The spa was experiencing issues with water loss, temperature and not being able to maintain proper chemical levels in the spa. There was a leak in the equipment area that was found and repaired. Once these issues were repaired the chemical issue was resolved. The spa water level, temperature and chemicals are all where they should be.

Alice Marble Hall/Vacancy/Search for New Tenants

Management has signed 3 lease agreements with 3 new tenants. Kim's Kreation's Floral Arrangements, C&D Events doing Line Dance Lessons and Shape Up with Sharon doing Yoga and Pilates class. It was noted PPM is still holding Board Member Education classes here.

Emergency Preparedness/Generator

No update. It was noted that Renova Solar provided an estimate of possible costs for the committee to review. The committee will continue working on the project and report back at the next meeting. Raymond Rieger provided the board with a copy of an email that was sent to Charlie Ash outlining possible alternatives to the Emergency Preparedness/Generator issue as well as coordination with future electrical upgrade.

There was a comment that electrical was not safe as it currently exist. Staff had an electrician look into the issue and found there were no safety issues of concern.

Update (Bullet Points) on Neighbors Helping Neighbors Program for PDCCA

There was discussion. Bullet points were not ready for presentation. One recommendation was to have an article in the newsmagazine offering who is available to assist and offering an opportunity for those who might want to help in the assisting. This could include a "community committee" of owners who choose to assist. Management could provide a list of homes needing upgrade improvement. There was discussion about liability considerations. In the end, no clear decision was made on how this will proceed. Management recommended notes on an article for the news letter be prepared for review at the next meeting.

Discuss "Next Door" Private Social Networking for Local Communities

No report. The board will not get involved in any "Next Door" Blog activity. Although some board members may see different posts, no official monitoring will be done.

NEW BUSINESS:

Possible Community Events

The Board reviewed a list of possible events for 2018. No decision was made.

Bylaw Amendment Ballot

The Board reviewed the Bylaw Amendment Ballot. The board agreed to change the makeup of the board from 9 to 7 members.. It was agreed to have management serve as inspector of elections along with 2 homeowners. The record date should be Feb 15. The materials will be mailed on or before March 5, with ballots due back April 5. It was noted that these Restated Bylaws may be amended by the vote or written consent of an affirmative vote of at least sixty percent (60%) of a quorum with a quorum being ten (10%) of the voting power of the Association. Therefore, 106 ballots must be received in order to make quorum and 60% of the ballots received must have an affirmative vote for the amendment to pass. It was noted that if the amendment passes, all board seats will be up for election at the next annual meeting.

Following discussion a motion was made by Steven Waller, seconded by Ron Crisp to accept the proposed amendments to the bylaws as prepared by GGK with the record date Feb 15 and ballots mailed out not later than Mar 5, 2018 with a return date of Apr 5, 2018; Personalized Property Management will provide one inspector of election and 2 homeowners will also be selected. The motion was unanimously approved.

Pool Deck Work

A recommendation was made to replace all the pool decking with pavers as opposed to replacing the concrete. It was agreed that with a cost under \$150,000, the idea is worthy of further consideration. Management was directed to set up a meeting with F&F Construction to meet with one or two board members along with management. Following that meeting, further bids may be requested. Further, management was asked to put together a spreadsheet showing various costs (pool deck, coping, skimmers, tile work, etc.)

Management Reports:

The Management report for the period ending January 31, 2018 which consisted of the New 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 and accepted by the Board. The Board has requested that the Newsletter Advertiser Log be removed from the Board packet. A copy of the Key Fob use log was reviewed. It was 28 pages without much value. Management recommended that interested board members identify concerns and more specific reports could be generated relative to the specific concerns on a case by case basis. It was agreed that this report would not be necessary to have for review at meetings unless directed otherwise based on an issue of concern. It was also noted that new owners should be getting a Welcome Packet from the office.

After review, motion was made by Josanne Smith, seconded by Steve Waller to accept the Management Reports as presented by Management. The motion was approved unanimous.

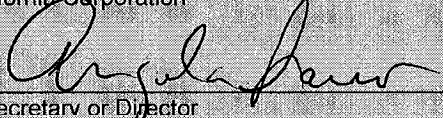
NEXT MEETING:

The next Board of Director Meeting is to be held on Tuesday, March 20, 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 Charlie Ash, seconded by Josanne Smith and unanimously approved, the meeting was adjourned at 7:43 PM.

Respectfully submitted,
Steven Shuey, PCAM, CCAM
Personalized Property Management Company

CERTIFICATE OF SECRETARY	
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.	
DATED:	<u>3/20/18</u>
	Palm Desert Country Club Association A California Corporation
BY:	<u></u>
	Secretary or Director